

2008 FEB -5 PM 5: 07

Original Amendment

OFFICE OF THE CLERK
U.S. HOUSE OF REPRESENTATIVES

U.S. House of Representatives
110th Congress

EMPLOYEE
POST-TRAVEL DISCLOSURE FORM

This form is for disclosing the receipt of travel expenses from private sources for meetings, speaking engagements, fact-finding trips or similar events in connection with official duties. You need not disclose government-funded or political travel on this form, or travel that is unrelated to official duties. This form does not eliminate the need to report all privately-funded travel on the annual Financial Disclosure Statements of those persons required to file them. In accordance with clause 5 of House Rule 25, complete this form and file it with the Clerk of the House of Representatives, B-106 Cannon House Office Building, within 15 days after travel is completed. The Clerk is to make these forms publicly available as soon as possible after they are received. Obtain the dollar amounts from the sponsor; if exact dollar amounts are unavailable, provide a good faith estimate.

Name of Employee (print or type): David L. Cavicke

Name of Accompanying Family Member (if any): None

Relationship to Employee: Spouse Child Other (specify): _____

Date of Departure and Date of Return: Jan. 24th - Jan. 26, 2008

Dates at Personal Expense: None

Itinerary (cities of departure - destination - return): Washington, DC -
White Sulphur Springs, WV - Washington, DC

Sponsor(s) (who paid for the trip): The Congressional
Institute

Describe meetings and events attended (attach additional pages if necessary): Providing
support for Ranking Member, Joe
Barton (House Energy & Commerce Committee)

Attached to this form are EACH of the following (signify "yes" for each item by checking the corresponding box):

1. the Private Sponsor Travel Certification Form completed by trip sponsor, including all attachments;
2. the Privately-Sponsored Travel Approval Form completed by the employee; **and**
3. the Committee on Standards' letter approving my participation on this trip.

I represent that I participated in each of the activities reflected in the sponsor's agenda (signify "yes" by checking box):

If not, explain: _____

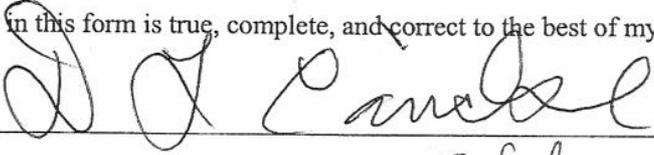
BARTON

TRAVEL EXPENSES:

| | Total Transportation Expenses | Total Lodging Expenses | Total Meal Expenses |
|---------------------------------|-------------------------------|------------------------|---------------------|
| For employee: | \$ 95.26 | \$ 400.00 | \$ 385.97 |
| For accompanying family member: | — | — | — |

| | Other Expenses (dollar amount) | Specific Nature of Expenses (e.g., taxi, parking, registration fee, etc.) |
|---------------------------------|--------------------------------|---|
| For employee: | — | — |
| For accompanying family member: | — | — |

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

SIGNATURE OF EMPLOYEE: 
 DATE: 5 February 08

I authorized this travel in advance. I have determined that all of the expenses listed above were necessary and that the travel was in connection with the employee's official duties and would not create the appearance that the employee is using public office for private gain.

NAME OF SUPERVISING MEMBER: 
 SIGNATURE OF SUPERVISING MEMBER: Joe Barton
 DATE: 2-5-08

Version date 4/2007 by Committee on Standards of Official Conduct

**U.S. House of Representatives
Committee on Standards of Official Conduct**

**PRIVATE SPONSOR TRAVEL CERTIFICATION FORM
(provide directly to each House invitee)**

This form should be completed by private entities offering to provide travel or reimbursement for travel to House Members, officers or employees under House Rule XXV, clause 5. A completed copy of the form (and any attachments) should be provided to each invited House Member, officer or employee, who will then forward it to the Committee. The trip sponsor should NOT submit the form directly to the Committee.

Private sponsors are urged to submit this form to each House invitee at least 30 days before travel is scheduled to begin. The failure to provide the Committee with adequate time to review the form and attachments may result in the invitee not receiving approval for the trip. The submission of an incomplete form will delay the review process. Before completing this form, sponsors are urged to carefully review the Committee's private travel guidelines and advisory memoranda detailing the rules and restrictions for private travel, as well as the instructions for completing this form. Sponsors should call the Committee with any questions prior to submitting the form. Please type form.

1. Sponsor(s) (who will be paying for the trip): The Congressional Institute

2. I represent that the trip will not be financed (in whole or in part) by a federally-registered lobbyist or a registered foreign agent (signify "yes" by checking box):

3. I represent that the trip sponsor(s) has not accepted from any other source funds earmarked directly or indirectly to finance any aspect of the trip (signify "yes" by checking box):

4. Is travel being offered to an accompanying family member of the House invitee(s)? Yes No

5. Provide names and titles of ALL House invitees; for each invitee, provide explanation of why the individual was invited (include additional pages if necessary): See attached

6. Dates of travel: January 24, 2008 to January 26, 2008

7. Cities of departure - destination - return: Washington DC - White Sulphur Springs, WV - Washington DC

8. Attached is a detailed agenda of the activities taking place during the travel (i.e., an hourly description of planned activities) (signify "yes" by checking box):

9. I represent that (check one of the following):
 - a. The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher Education Act of 1965: or
 - b. The sponsor of the trip does not retain or employ a federally registered lobbyist or registered foreign agent: or
 - c. The trip is for attendance at a one-day event and lobbyist involvement in planning, organizing, requesting, or arranging the trip was *de minimis* under the Committee's travel regulations.

10. If travel is for participation in a one-day event (i.e., if you checked Question 9(c)), check one of the following:
 - a. One-night's lodging and meals are being offered: or
 - b. Two-nights' lodging and meals are being offered:If "b" is checked, explain why the second night is warranted: _____

11. If the trip is not sponsored by an institution of higher education, I represent that a federally-registered lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip (signify "yes" by checking box):
12. Private sponsors must have a direct and immediate relationship to the purpose of the trip or location being visited. Describe the role of each sponsor in organizing and conducting the trip: _____
 The Congressional Institute President and staff organize, manage and control the event

13. Describe each sponsor's organizational interest in the purpose of the trip: _____ The purpose of the
 the Congressional Institute, a 501(c)(4) organization, is to promote public education about Congress and to hold
 educational conferences including retreats for Members of Congress, staff and others.
14. Describe the type and class of the transportation being provided. Indicate whether coach, business-class or first-class transportation will be provided. In addition, for travel via aircraft, please indicate if travel is being offered on a commercial flight, chartered flight or on an aircraft operated or paid for by a carrier not licensed by the Federal Aviation Administration to operate for compensation or hire (i.e., a private aircraft). If first-class fare is being provided, or if travel is via chartered or private aircraft, please provide an explanation describing why such travel is warranted: _____
 Travel will be via coach seating on a chartered AMTRAK train direct to the
 location of the event. There is no commercial train service to the location on the dates of the event.
 Additionally, there will be working sessions on the train during the trip.
15. I represent that the expenditures related to local area travel during the trip will be unrelated to personal or recreational activities of the invitee(s). (signify "yes" by checking box):
16. I represent that either (check one of the following):
 a. The trip involves an event that is arranged or organized *without regard* to congressional participation and that meals provided to congressional participants are similar to those provided to or purchased by other event attendees: or
 b. The trip involves events that are arranged or organized *specifically with regard* to congressional participation:

 If "b" is checked, detail the cost per day of meals (approximate cost may be provided): Thursday \$140.67
 Friday \$201.67, Saturday \$73.00
17. Reason for selecting the location of the event or trip: _____ Relative proximity too Washington DC, security, capacity
 and capability to handle large event
18. Name of hotel or other lodging facility: _____ The Greenbrier, White Sulphur Springs, WV
19. Cost per night of hotel or other lodging facility (approximate cost may be provided): _____ \$200 per room, per night.
20. Reason(s) for selecting hotel or other lodging facility: _____ Relative proximity to Washington DC, security for the
 Members as well as ability to handle security needs for a presidential visit, capacity and capability to handle
 large event, off-season dates result in significantly lower rates, and a history of holding successful events there.

21. TOTAL EXPENSES FOR EACH PARTICIPANT:

| <input type="checkbox"/> actual amounts <input checked="" type="checkbox"/> good faith estimates | Total <i>Transportation</i> Expenses per Participant | Total <i>Lodging</i> Expenses per Participant | Total <i>Meal</i> Expenses per Participant |
|---|---|--|---|
| For each Member, Officer, or employee | \$206 | \$400.00 | \$415.33 |
| For each accompanying family member | | | |

Name and title: Mark Strand, President

Organization: The Congressional Institute

Address: 1001 N. Fairfax Street, STE 410, Alexandria, VA 22314

Telephone number: (703) 587-8812

Fax number: (703) 587-8817

Email Address: strand@conginst.org

The Committee staff may contact the above individual above if additional information is required.

If there are any questions regarding this form please contact the Committee at the following address:

Committee on Standards of Official Conduct
 U.S. House of Representatives
 1000 Capitol Building
 (202) 225-7392 (general fax)
 (202) 226-7172 (fax for travel approvals)

Version date 4/2007 by Committee on Standards of Official Conduct

Congress of Tomorrow 2008
The Congressional Institute
House Members Retreat
January 24-26

Thursday, January 24

- 9:00 AM Buses depart for Union Station
- 10:00 AM Charter AMTRAK train departs Union Station
- 11:05 AM-2:00 PM Small Group Briefings on Train
Presenter(s) to be determined
- | | |
|-------------|--------------------|
| 11:05-11:45 | Session 1 |
| 11:50-12:30 | Session 2 |
| 12:35-1:15 | Session 3 |
| 1:20 - 2:00 | Session 4 |
| 2:00 | Leadership Meeting |
- 3:30 PM-4:00 PM Train arrives at The Greenbrier
- 4:15-4:30 PM Opening Session
Welcome Remarks by Leader Boehner, Chairman Putnam.
- 4:30-5:30 PM General Session 1 – Landscape Panel
Panel discussion by public opinion experts of what the current mood of the country is, what their expectations are, how do they see the current Congress.
- 5:30-5:45 Break
- 5:45-6:15 General Session 2 – Landscape Panel 2
Discussion led by Republican Leadership
- 6:15 – 7:00 Reception
- 7:00-9:00 Dinner with Congressional Institute Guests
Welcoming remarks by Mark Strand, President of the Congressional Institute
Tribute to Jerry Climer and 20th Anniversary of Institute
Member Presentation by Rep. Capito

Friday, January 25, 2008

| | |
|--------------|---|
| 7:30 AM | Catholic Mass |
| 7:30-8:30 AM | Breakfast |
| 8:30-9:30 | General Session 3 - Women in 2008 Rep. Kay Granger facilitating. Presentation by Linda DiVall, President, American Viewpoint. |
| 9:30-9:45 | Break |
| 9:45-10:45 | General Session 4 – Working session on 2008 Agenda Leader Boehner moderating |
| 10:45-11:00 | Break |
| 11:00-Noon | General Session 5 – Working session on 2008 Agenda continued Leader Boehner moderating. |
| Noon-2:00 PM | Lunch Special VIP Guest |
| 2:15-3:15 | General Session 6 – Communicating in a Presidential Election Year Moderated by Chairman Putnam. |
| 3:15-3:30 | Break |
| 3:30-4:30 | Breakout Session 1 – policy development discussions based on morning working sessions. |
| 4:30-4:45 | Break |
| 4:45-5:45 | Presentation by Republican Whip and Deputy Whip |
| 5:45-7:00 | Break |
| 7:00-7:30 | Reception |
| 7:30-9:00 | Dinner Dinner Speaker: Speaker invited, not yet accepted |

Saturday, January 26, 2008

| | |
|---------------|--|
| 7:30-8:30 AM | Breakfast |
| 8:30-10:15 AM | Breakout Session 2 <ul style="list-style-type: none">• Tools for implementing policy agenda• Survey data and best practices for tele-townhall meetings. |
| 10:15-10:30 | Break |
| 10:30-11:30 | General Session 7 – Leadership-led forum, focus on implementation of Republican 2008 agenda. |
| 11:30-12:15 | Lunch – Buffet |
| 12:30 | Depart Hotel for Train Station |
| 1:00 PM | Charter AMTRAK train departs |
| 6:30-7:00 PM | Arrive Union Station – Board buses for Rayburn Horseshoe |
| 7:00 PM | Arrive Rayburn with luggage |



Congress of Tomorrow | House 2008

| | Name | | Institution | Reason for Invitation |
|----|----------|-------------|-----------------------------------|-----------------------|
| 1 | Chris | Alsup | House Republican Conference | Leadership Staff |
| 2 | Andy | Anuzis | Republican Policy Committee | Leadership Staff |
| 3 | Neil | Bradley | Office of the Whip | Leadership Staff |
| 4 | George | Canty | Office of the Leader | Leadership Staff |
| 5 | David | Cavicke | Energy & Commerce Committee | Staff Director |
| 6 | James | Coon | Transportation & Infrastructure | Staff Director |
| 7 | Charles | Cooper | House Republican Conference | Leadership Staff |
| 8 | Rev. Dan | Coughlin | Office of the Chaplain | Chaplain |
| 9 | Kate | Dickens | Tuesday Group | Leadership Staff |
| 10 | Brian | Diffell | Office of the Whip | Leadership Staff |
| 11 | John | Eisold | Office of the Attending Physician | Physician |
| 12 | Antonia | Ferrier | Office of the Whip | Leadership Staff |
| 13 | Kevin | Fitzpatrick | Small Business Committee | Staff Director |
| 14 | Chris | Fluhr | Natural Resources Committee | Staff Director |
| 15 | Brian | Gaston | Office of the Whip | Leadership Staff |
| 16 | Leslee | Gilbert | Science & Technology Committee | Staff Director |
| 17 | Karen | Haas | House Republican Conference | Leadership Staff |
| 18 | Hugh | Halpern | Rules Committee | Staff Director |
| 19 | Robert | Head | House Republican Conference Vice | Leadership Staff |
| 20 | Ryan | Howell | House Republican Conference | Leadership Staff |
| 21 | Ashley | Hoy | Office of the Whip | Leadership Staff |
| 22 | Richard | Hudson | House Republican Conference | Leadership Staff |
| 23 | Nathan | Imperiale | House Republican Conference | Leadership Staff |
| 24 | Cheryl | Jaeger | Office of the Whip | Leadership Staff |
| 25 | Trevor | Kolego | Office of the Leader | Leadership Staff |
| 26 | Mick | Kreiger | Office of the Leader | Leadership Staff |
| 27 | James | Lariviere | Veterans' Affairs Committee | Staff Director |
| 28 | Larry | Lavender | Financial Services Committee | General Council |



Congress of Tomorrow | House 2008

| | Name | | Institution | Reason for Invitation |
|----|----------|------------|-----------------------------------|-----------------------|
| 29 | James | Lewis | Intelligence Committee | Staff Director |
| 30 | Melanie | Looney | Office of the Whip | Leadership Staff |
| 31 | Brett | Loper | Ways & Means Committee | Staff Director |
| 32 | Amy | Lozupone | Office of the Leader | Leadership Staff |
| 33 | David | Marin | Oversight & Government Reform | Staff Director |
| 34 | Danielle | Maurer | Office of the Leader | Leadership Staff |
| 35 | Kyle | Nevins | Office of the Whip | Leadership Staff |
| 36 | Paula | Nowakowski | Office of the Leader | Leadership Staff |
| 37 | Robert | O'Connor | Homeland Security Committee | Staff Director |
| 38 | Will | Plaster | Administration Committee | Staff Director |
| 39 | Yleem | Poblete | Foreign Affairs Committee | Staff Director |
| | Patrick | Rothwell | Republican Policy Committee | Leadership Staff |
| 41 | Dave | Schnittger | Office of the Leader | Leadership Staff |
| 42 | Brian | Schubert | House Republican Conference | Leadership Staff |
| 43 | Emily | Seidel | House Republican Conference | Leadership Staff |
| 44 | Jeff | Shockey | Appropriations Committee | Staff Director |
| 45 | Kevin | Smith | Office of the Leader | Leadership Staff |
| 46 | Austin | Smythe | Budget Committee | Staff Director |
| 47 | Mike | Sommers | Office of the Leader | Leadership Staff |
| 48 | Jo-Marie | St. Martin | Office of the Leader | Leadership Staff |
| 49 | Michael | Steel | Office of the Leader | Leadership Staff |
| 50 | John | Stipicevic | Office of the Whip | Leadership Staff |
| 51 | Rick | Stoebner | Office of the Attending Physician | Physician |
| 52 | Steve | Stombres | Office of the Deputy Whip | Leadership Staff |
| 53 | Katie | Strand | House Republican Conference | Leadership Staff |
| 54 | Anne | Thorsen | Office of the Leader | Leadership Staff |
| | Todd | Ungerecht | Ethics Committee | Staff Director |
| 56 | Russell | Vought | Republican Study Committee | Leadership Staff |



Congress of Tomorrow | House 2008

| Name | Institution | Reason for Invitation |
|--------------|-----------------------------|-----------------------|
| 57 Seth Webb | House Republican Conference | Leadership Staff |

U.S. House of Representatives
Committee on Standards of Official Conduct

PRIVATELY-SPONSORED TRAVEL APPROVAL FORM
For Members, Officers and Employees
(submit directly to the Committee)

This form should be completed by House Members, officers or employees seeking Committee approval of privately-sponsored travel or reimbursement for travel under House Rule XXV, clause 5. The completed form should be submitted directly to the Committee by each invited House Member, officer or employee, together with the completed and signed Private Sponsor Travel Certification Form.

Members, officers and employees seeking approval for travel are urged to submit all forms to the Committee at least 30 days before travel is scheduled to begin. The failure to provide the Committee with adequate time to review the form and attachments may result in the invitee not receiving approval for the trip. The submission of an incomplete form will delay the review process. A copy of this form will be made available for public inspection. Please type form. Form (and any attachments) may be faxed to the Committee at (202) 226-7172.

1. Name of Member, officer or employee (traveler): David L. Cavicke
2. Sponsor(s) (who will be paying for the trip): The Congressional Institute
3. a. Dates of travel: Jan 24, 2008 - Jan. 26, 2008
b. Will you be extending the trip at your personal expense? Yes No
If yes, dates at personal expense: _____
4. If travel is for participation a one-day event (per trip sponsor question 10), check one of the following:
 - a. Approval for one-night's lodging and meals is being requested: or
 - b. Approval for two-nights' lodging and meals is being requested:
If "b" is checked, explain why the second night is warranted: The Agenda covers 3 day w/ a need to stay 2 nights to attend all events!
5. Travel destination(s): White Sulphur Springs, WV
6. Explain why participation in the trip is connected to your official or representational duties:
Providing support for Ranking Member Joe Barton (House Energy & Commerce Committee)
7. Private Sponsor Travel Certification Form is attached, including agenda, invitee list, and any other attachments (signify "yes" by checking box):

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

Signature: David Cavicke

Name of Signatory (if other than traveler): _____

For staff, name of employing Member/Committee: Energy & Commerce Committee

Office address: 2322 A Rayburn Building

Phone number: 202-225-3641

Email address: David.Cavicke@mail.house.gov

Committee staff may contact you if additional information is required.

FOR STAFF:

TO BE COMPLETED BY YOUR EMPLOYING MEMBER:

I hereby authorize the individual named above, an employee of the U.S. House of Representatives who works under my direct supervision, to accept expenses for the trip described in this request. I have determined that the above-described travel is in connection with my employee's official duties and that acceptance of these expenses will not create the appearance that the employee is using public office for private gain.

Joe Barton
Signature of Employing Member

Date: 1-16-08

If there are any questions regarding this form please contact the Committee:

Committee on Standards of Official Conduct
U.S. House of Representatives
HT-2, The Capitol
Washington, DC 20515
(202) 225-7103 (phone)
(202) 225-7392 (general fax)
(202) 226-7172 (fax for travel approvals)

Version date 4/2007 by Committee on Standards of Official Conduct

STEPHANIE TUBBS JONES, OHIO
CHAIRWOMAN

GENE GREEN, TEXAS
LUCILLE ROYBAL-ALLARD, CALIFORNIA
MICHAEL F. DOYLE, PENNSYLVANIA
WILLIAM D. DELAHUNT, MASSACHUSETTS

WILLIAM V. O'REILLY,
CHIEF COUNSEL/STAFF DIRECTOR

DAWN KELLY MOBLEY,
COUNSEL TO THE CHAIRWOMAN

ONE HUNDRED TENTH CONGRESS

U.S. House of Representatives

COMMITTEE ON STANDARDS OF
OFFICIAL CONDUCT

Washington, DC 20515-6328

January 18, 2008

DOC HASTINGS, WASHINGTON
RANKING REPUBLICAN MEMBER

JO BONNER, ALABAMA
J. GRESHAM BARRETT, SOUTH CAROLINA
JOHN KLINE, MINNESOTA
MICHAEL T. MCCAUL, TEXAS

TODD UNGERECHT
COUNSEL TO THE RANKING
REPUBLICAN MEMBER

SUITE HT-2, THE CAPITOL
(202) 225-7103

Mr. David Cavicke
Committee on Energy & Commerce
2322A Rayburn House Office Building
Washington, DC 20515

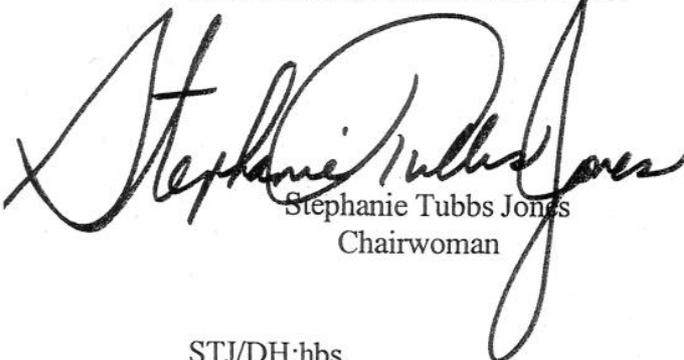
Dear Mr. Cavicke:

Pursuant to House Rule XXV, clause 5(d)(2), the Committee on Standards of Official Conduct hereby approves your proposed trip to White Sulphur Springs, West Virginia scheduled for January 24 to 26, 2008 sponsored by the Congressional Institute.

You must complete an Employee Travel Disclosure Form (which your employing Member must also sign) and file it with the Clerk of the House within 15 days after your return from travel. As part of that filing, you are required to attach a copy of this letter and the Private Sponsor Travel Certification Form, including all attachments. **Please note that this trip was approved based on a revised Private Sponsor Travel Certification Form. You should obtain the revised form from the Congressional Institute and include it with your filing.** You must also include a copy of the Traveler Form completed by you and signed by your employing Member. If you are required to file an annual Financial Disclosure Statement, you must also report all travel expenses totaling more than \$305 from a single source on Schedule VII of that statement.

If you have any further questions, please contact the Committee's Office of Advice and Education at extension 5-7103.

Sincerely,



Stephanie Tubbs Jones
Chairwoman



Doc Hastings
Ranking Republican Member

STJ/DH:hbs