

Event Information Request Form

To ensure that the appropriate individual within the Department of the Interior is participating at your event and because the Office of the Secretary is committed to maintaining the highest ethical standards, we need the information requested below before we can agree to confirm a speaker or as an attendee at an external event.

Please respond to the questions below and send your response to scheduling_interior@ios.doi.org
Providing detailed responses and including all requested attachments in one single submission will assist with a timely turnaround.

If you have any questions you may contact Kristin Repass at (b)(6)

Event Date: Please note if the date is flexible	THURSDAY, FEBRUARY 20, 2025. The date is not flexible 10:45am-11:45am	
Event Title: Please note if the event is weekly, monthly, annual, etc.	Republican Governors Association Executive Roundtable Winter Meeting (this meeting occurs annually)	
Event Time:	Event Total Time: 10:45am-11:45am Exact Speaking Time: 1 hour panel with 3 governors and Secs. Wright/Burgum Speech/Remarks Length: 1 hour panel	
Event Location:	Virtual Platform: N/A Link: <i>OR</i> Grand Ballroom, Conrad Washington, DC, 950 New York Avenue NW, Washington, DC 20001	
Contact information: Identify if organizing and day of contact(s) is the same or different	Laura Ciciarelli Chief Operating Officer lciciarelli@rga.org (b)(6) (cell)	DAY OF: Laura Ciciarelli Chief Operating Officer lciciarelli@rga.org (b)(6) (cell)
Brief event description and purpose:	The RGA Winter Meeting is an annual event surrounding NGA's winter meeting. This is the first quarterly meeting and membership fulfillment event for our Executive Roundtable c-suite individual donors. We would like the Secretary to speak on a panel with 3-4 republican governors. This is not a fundraiser.	
Identify the desired role of the Secretary.	Roles (select one): Panelist	
If you are requesting remarks, are there any specific issues you would like the Secretary to highlight/address in his remarks?	Yes, we would like the Sec. to speak on a panel with 3 governors discussing the Administration's work on unleashing America's Energy Independence.	

If the Secretary is not able to attend, is a surrogate desired? If yes, anyone specific?	No
HOST AND SPONSOR	
Who are the <u>event host(s)</u>? Please identify and provide background on the event host(s) as well as any other organization involved in the Event.	Host(s): Republican Governors Association (RGA) Background: RGA is a 527-organization dedicated to electing and re-electing Republican governors.
Is the <u>event host</u> a registered lobbyist or lobbying organization, registered under the Foreign Agents Registration Act, partisan political candidates; and/or a representative of a partisan political party or group? If yes, please identify.	Yes, RGA is a 527-organization dedicated to electing and re-electing Republican governors.
Is the event <u>host</u> seeking or does it currently have any business interests with the Department such as permits, contracts, litigation, grants, etc.? If yes, please describe.	No
Who are the <u>sponsors</u> of the event? Please identify and provide background information on the individual and/or entity.	Sponsors(s): No sponsors
AUDIENCE	
Approximately how many people are expected to attend the event?	225-250 people
Please describe the target audience of the event: elected officials, local community leaders, academics, industry representatives, public sector representatives, etc.	The audience will be RGA executive roundtable c-suite individual donors as well as governors and governors' staff.
Will the attendees at the event include persons with a diversity of views or interests, or representatives from throughout an industry or profession, or the range of persons interested in a matter? If yes, please describe.	Wide-ranging
Other Invited/Confirmed Participants: 1. Please list and identify other VIPs or speakers <i>confirmed/invited</i> and in what role.	<u>Confirmed:</u> Governor Greg Gianforte of Montana is confirmed to moderate this panel. Governors Little and Armstrong will

*If Applicable: please list and identify other Department personnel that have been <i>invited/confirmed</i> and in what role.	also be speakers along with Secretary Wright on this panel.
Is the event open to the public? If not, please describe who is invited.	No, this event is closed to press and only open to our Executive Roundtable members who are c-suite executives and personal donors.
REMARKS	
What is the set-up for the remarks and/or discussion? Will he be sharing the stage, moderated discussion, Q&A session, etc. *PLEASE ATTACH the event schedule outlining any speaking order and remark timetables. A draft version works well.	Set-Up: Speakers will be seated in sofa chairs on the stage with wireless lavalier microphones. The audience will be seated in a crescent style and will have the opportunity to engage in dialogue with the speakers during Q&A. Handheld microphones will be available for the audience for Q&A. Speakers will be seated on stage (left to right): Governor Greg Gianforte, Secretary Doug Burgum, Secretary Chris Wright, Governor Brad Little, and Governor Kelly Armstrong. Seating: There will be open seating for all attendees in attendance, including governors. Press: The session will be closed to the press. Speakers: Secretary Doug Burgum, Interior Secretary Chris Wright, Energy Governor Brad Little, Idaho Governor Kelly Armstrong, North Dakota Moderator: Governor Greg Gianforte, Montana, RGA Vice Chair Audience: Approximately 185 people. Audience is made up of RGA Executive Roundtable members (CEO/President/Executive level personal members to the RGA).

	Format / Timeline: 10:45 AM Governor Greg Gianforte welcomes panelists to the stage and introduces them by name/state and name/title only. Governor Gianforte makes introductory remarks. (5 minutes) 10:50 AM Governor Gianforte asks each panelist an opening question: Secretary Burgum responds (4 minutes) Secretary Wright responds (4 minutes) Governor Little responds (4 minutes) Governor Armstrong responds (4 minutes) 11:06 AM Governor Gianforte asks additional questions for further discussion as time allows: Question 1 and Secretaries Burgum and Wright respond (11 minutes) Question 2 and Governors Little and Armstrong respond (11 minutes) 11:28 AM Governor Gianforte asks for Q&A from the audience (16 minutes) 11:44 AM Governor Gianforte concludes Q&A and gives closing remarks (1 minute) 11:45 AM Session concludes.
What is the public registration/ticket fee to attend/participate in the event?	There is no conference or ticket fee
COMMUNICATIONS	
Is the event open or closed to press?	Closed to press
If open, are you expecting local, trade, state, or national news coverage?	N/A
If this is an annual event, which news outlets typically cover the event?	N/A
Will you be advertising or live streaming the event on any social media outlets? If yes, please explain.	No

LOGISTICS/OTHER*

Please supply any other pertinent background information for the event, including <i>draft agendas</i>, event website, promotional/ advertising materials, outreach plan, history of the event, prior attendance by DOI officials, etc.	Here is the panel description: Energy – Changing Course: How Republican Governors will support the Trump Administration’s Push for Energy Dominance President Trump is back in office, which means American energy is once again open for business. Over the last four years, the Biden Administration ruled by regulation, leading to higher energy costs across the board and less American-made energy. The good news? President Trump changed course within minutes of being sworn into office and issued multiple executive actions to maximize the responsible use of America’s natural resources, limit regulations, and expand innovation to achieve energy dominance. Additionally, President Trump has empowered thoughtful, innovative, and commonsense leaders such as Doug Burgum and Chris Wright to unleash American energy and put the foot on the gas for producers. This panel will discuss how Republican governors have been laying the groundwork to leverage the new direction of the Trump Administration and support future American energy production.
What does the invitation include: registration/conference event fee; meals or refreshments; receptions or other entertainment; informational materials; award; memento or token of appreciation; and/or travel (ground or air transportation, hotel, etc.).	The invitation is to speak on an hour-long panel from 10:45am-11:45am. There is no conference fee, the Secretary is welcome to lunch post panel.
Does all or part of the invitation to the Secretary extend to other Department staff such as security, advance, and/or those staff essential to the Secretary’s participation in the event? If yes, please identify.	Staff and security are welcome
Does the invitation include a plus one? If yes, will others in attendance generally be accompanied by a spouse or other guest?	Yes, the Secretary’s wife is more than welcome to attend. We will have some first spouses in attendance.
What is the monetary value of the invitation offered to the Secretary (and her plus one and/or essential staff as appropriate)?	Zero. The panel is located in DC so there will be no travel or lodging costs.

Please identify how the monetary value was determined, including any travel costs, registration/ticket fee to attend/participate in the event, entertainment, meal costs, etc. (Please attach separate sheet if necessary.)	
Any additional notes or information?	

***IMPORTANT NOTE: The purpose of these questions is to elicit information relevant to the ethics analysis and is not a solicitation or request for anything of value by the Department or any of its employees.**