



ADMINISTRATOR SCOTT PRUITT EVENT REQUEST FORM
U.S. Environmental Protection Agency

Deadline for Acceptance: Friday, August 10, 2018

Requesting Individual / Affiliation: Emily Skor / CEO, Growth Energy

Event Title: Growth Energy 2018 Biofuels Summit

Event Date: September 11th, 2018

Is the Above Date Flexible: No

Event Time & Duration: 8:00am – 3:30pm (request 30-60min during this time, preferably 1:00-3:30pm)

Type of Event: Reception, Conference, Meeting Conference

Purpose of the Event: Brief Description More than 125 biofuels producers, ethanol supporters, and American farmers join Growth Energy for the biofuels industry's largest annual Congressional Fly-in and conference in Washington D.C.

Role of the Administrator: E.g., speaking engagement, keynote, panel, roundtable, attendance *Speaking Engagement*

Requested Presentation Topic, if Speaking Involved: We would appreciate hearing from the Administrator on the EPA's outlook and plan for the biofuels industry, American farmers, and ethanol-blended fuels. Specifically, we would like to hear about policies and legislation that directly impact farmers and our members such as the Renewable Fuel Standard (RFS), the annual Renewable Volume Obligations (RVOs), President Trump's commitment to fixing the Reid Vapor Pressure (RVP) regulation to allow E15 to be sold nationwide year-round, and the EPA's process for granting small refinery waivers.

Requested Presentation Format: Keynote, Panel, Q&A, Introduction, etc. Remarks followed by Q&A

Speech/Presentation Duration: Length of Remarks 30-60min with Q&A

Would You Consider a Surrogate: Yes

Have you requested or are you planning to request anyone else from EPA to speak or attend this event? Name & Title of EPA personnel No

Event Location: Washington Court Hotel
525 New Jersey Ave. NW
Washington, DC 20001



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Event Audience: *Size of audience and brief description. E.g., 100 in attendance made up of attorneys, business owners, students, industry, employees, etc. **More than 125 biofuels producers, ethanol supporters, and American farmers will be in attendance.***

Event Host(s)/Organizer(s): *List all hosts organizing the event **Growth Energy***

Host(s)' Relationship to EPA: ***Biofuel production facilities are business entities impacted by EPA's implementation of the Renewable Fuel Standard (RFS)***

Run of Show/ Agenda: *Provide full agenda of the event, including events immediately following the Administrator speaking. **Agenda is being developed; a draft is attached***

Is there a Hold Room Available for the Administrator? ***Yes, though it may possibly be the conference staff office***

Open Press/Closed Press? ***Closed Press***

Dress Code: ***Casual/Business/Black Tie Optional/Black Tie/Etc. Attendees will be in Business or Business Casual. We would request the Administrator dress in Business attire***

Teleprompter Available: ***No***

Microphone / Room Setup: *What kind of microphone will be used? What is the room setup? **Room will be set horizontally, with about 15 crescent rounds set at 6-7 per table. There will be a podium with a microphone, and a lavalier microphone will also be available***

Honorable Guests Attending: ***Name & Title None in the audience at this time***

Notable Federal, State or Local Appointed or Elected officials attending: ***Name & Title None in the audience at this time***

Individual Introducing Administrator: ***Name & Title Emily Skor, Growth Energy CEO***

Person to contact for media purposes: ***Name & Title; Email; Office Number, Cell Number A new staff person is starting in this position July 16. Information will be sent at a later date.***

How will you promote this event? ***Members and partners of Growth Energy will receive email notifications to register for the entire conference, and any special guest speakers will be announced via email invite***



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Is this event held Weekly, Monthly, Annually?

Annually

Name & Title; Email; Office Number, Cell Number **Samantha Frith, Manager of Government Affairs & PAC Manager:**
sfrith@growthenergy.org; 202-545-4024 (office) **Ex. 6**

Day of Event Point of Contact:

Ex. 6

Security Contact:

Name & Title; Email; Office Number, Cell Number **Kitty Loyd, Senior Director of Operations & Programming;**
kloyd@growthenergy.org; 202-545-4009; **Ex. 6**

Suggested Entrance/ Exit to Event Venue:

The hotel encourages VIPs to enter through the main entry, through entry through the side entrance on F St NW can be arranged with the hotel.

Is the host of the event a registered 501(c)(3), (4), or has a 527 Political Action Committee (PAC):

No

Will there be a "gift" presented to the Administrator? If so, what is the US currency value of the gift?

No

Will a meal be provided, if so what is the US currency value?

No, unless the Administrator would like to join the group for lunch. Menus have not been set, but the cost of lunch per person in 2017 was \$56 + tax + service (almost \$75 total)

Please return this completed form to Hayley Ford at ford.hayley@epa.gov