

To: Monsma, David[david.monsma@aspeninst.org]
Cc: Gershuny, Greg[Greg.Gershuny@aspeninstitute.org]; Hupp, Millan[hupp.millan@epa.gov]
From: Ford, Hayley
Sent: Mon 11/27/2017 7:33:14 PM
Subject: RE: The Aspen Institute - Invitation
EPA Administrator Pruitt Speaker Request Form.docx

Hello David,

Thank you for sending along and for providing great background information. Would you also be able to complete the attached form for each of these events so that we can capture all necessary information? Millan Hupp and I will then set up a call with you to go through the forms and details of the events before confirming.

We appreciate the invitation and look forward to discussing with you further!

Hayley Ford

Deputy White House Liaison and Personal Aide to the Administrator

Environmental Protection Agency

ford.hayley@epa.gov

Phone: 202-564-2022

Cell: 202-306-1296

From: Ferguson, Lincoln
Sent: Monday, November 27, 2017 2:26 PM
To: Monsma, David <david.monsma@aspeninst.org>
Cc: Hale, Michelle <hale.michelle@epa.gov>; Gershuny, Greg <Greg.Gershuny@aspeninstitute.org>; Ford, Hayley <ford.hayley@epa.gov>
Subject: Re: The Aspen Institute - Invitation

Thank you for the invitation Mr. Monsma. I'm looping in the Administrator's scheduling team and we will get back to you as soon as possible.

Thanks again,

Lincoln

Sent from my iPhone

On Nov 27, 2017, at 6:55 AM, Monsma, David <david.monsma@aspennst.org> wrote:

The Honorable Scott Pruitt

Administrator of the Environmental Protection Agency

1200 Pennsylvania Avenue, N.W. MC-1101A

Washington, DC 20460

Dear Mr. Administrator:

I am pleased to invite you as a featured speaker in the Aspen Institute's Washington Ideas Roundtable Series—monthly lunchtime dialogues featuring key policymakers discussing the evolving role of the United States in world affairs. Your role at the US EPA spearheading President Trump's goals for the Agency is poised to have a dramatic impact on the nation's environmental management. We'd like very much for you to share your perspective on the many crucial environmental and regulatory issues currently at the forefront of discussion and debate in the United States.

For this roundtable, we propose that you deliver brief remarks and then our moderator would ask you a few questions before opening up the table to comments and questions with about 25-30 professionals from business, academia and non-profit organizations. We would plan to hold this event when it could work in your schedule, ideally on a convenient date in February (perhaps February 5-9, 12, or 20-22).

The Washington Ideas Roundtable Series will convene at the Institute's brand-new headquarter offices at 2300 N St. NW in Washington, DC and brings together thought leaders to discuss critical national and global issues. The hallmark of these sessions is the robust exchange of ideas expressed between our featured guest and invited participants who

are encouraged to offer probing questions and comments through the course of the session's prescribed 90 minutes (@ 12:00 Noon–1:30 PM). The format can either be on the record with reporters or off the record/not for attribution, depending on your preference. Funding for this monthly series is generously provided by the Smith Family Foundation.

A sampling of past speakers in the series include, among others: then-Homeland Security Secretary Janet Napolitano, then-Under Secretary of Defense Michèle Fluornoy, Senators Dianne Feinstein and Richard Lugar, former national security advisors Brent Scowcroft and Zbigniew Brzezinski, former Secretary of State Madeleine Albright, and King Abdullah II of Jordan.

Additionally, we would also like to extend an invitation for you to speak at and attend the Aspen Energy Week, July 12-16 in Aspen, CO, presented by the Aspen Institute's Energy and Environment Program. Aspen Energy Week, part of a line of energy forums in Aspen for over the past 40 years, is a four-day forum focusing on the US power sector and electricity system. This group of experts and professionals in the energy sector discuss a variety of topics in Aspen's trademark forum format: a moderated roundtable that stresses dialogue between participants, rather than question and answer or merely listening to speakers on a stage.

We would be honored to host you at the Aspen Institute, in DC and in Aspen. Thank you for considering this invitation.

Sincerely,

David Monsma

David Monsma
Vice President | Aspen Institute
Executive Director | Energy and Environment Program
The Aspen Institute
477 Madison Avenue
New York, NY 10022



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

Deadline for Acceptance: _____

Requesting Individual / Affiliation: _____

Event Title: _____

Event Date: _____

Is the Above Date Flexible: _____

Event Time & Duration: _____

Type of Event: Reception, Conference, Meeting

Purpose of the Event: Brief Description

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

Requested Presentation Topic, if Speaking Involved: _____

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

Speech/Presentation Duration: Length of Remarks

Would You Consider a Surrogate: _____

Event Location: Location Name
Street Address, City, State, Zip
Location Telephone Number
Room Name/Number

Event Audience: Size of audience and brief description. E.g., 100 in attendance made up of attorneys, business owners, students, industry, employees, etc.

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

Host(s)' Relationship to EPA: _____



Run of Show/ Agenda:

Provide full agenda of the event, including events immediately following the Administrator speaking.

ADMINISTRATOR SCOTT FRUIT EVENT REQUEST FORM

Is there a Hold Room Available for the Administrator?

U.S. Environmental Protection Agency

Open Press/Closed Press?

Dress Code:

Casual/Business/Black Tie Optional/Black Tie/Etc.

Teleprompter Available:

Microphone / Room Setup:

What kind of microphone will be used? What is the room setup?

Honorable Guests Attending:

Name & Title

Notable Federal, State or Local Appointed or Elected officials attending:

Name & Title

Individual Introducing Administrator:

Name & Title

Person to contact for media purposes:

Name & Title; Email; Office Number, Cell Number

Is this event held Weekly, Monthly, Annually?

Day of Event Point of Contact:

Name & Title; Email; Office Number, Cell Number

Security Contact:

Name & Title; Email; Office Number, Cell Number

Suggested Entrance/ Exit to Event Venue:

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

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

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

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