



Report on Lobbying and Gifts

Internal Use Only

Please submit to the Office of Sponsored Programs
Room E19-750 or e-mail pdgray@mit.edu

Name:

Department:

Lobbying Activity for the time period of July 1, 2009 – September 30, 2009

1. Specific Issue	2. Contact Name	3. House or Agency	4. Additional employee(s)	5. Time Devoted	6. Expenses
				TOTALS	

Gift Activity for the time period of July 1, 2009 – September 30, 2009

7. Date	8. Federal official	9. Recipient	10. Dollar Amount Contributed

- Column 1. Briefly describe the specific issue involved (e.g., legislation, including subject matter and bill number, if applicable: executive action, including subject matter and action requested, if applicable.)
- Column 2. If your activity involves a specific government employee, identify by name and title or position.
- Column 3. Identify the Houses of Congress and/or Federal agencies contacted on this issue.
- Column 4. Name of MIT employee(s) involved in preparing for the lobbying activity.
- Column 5. Good faith estimate of total time (specify in hours or days) devoted to this activity by each person involved, including preparation time during the time period covered by this report.
- Column 6. Good-faith estimate of the out-of-pocket expenses incurred (travel, lodging, meals, etc.) during the time period covered by this report.
- Column 7. The date the payment was made.
- Column 8. The name of the candidate, officeholder, leadership PAC or political party committee, which is related to the payment.
- Column 9. The person or entity who was paid if different from federal official related to the payment, including name of event if applicable
- Column 10. Amount of funds paid.