

U.S. Department of Justice  
Washington, DC 20530

**Exhibit A to Registration Statement**  
**Pursuant to the Foreign Agents Registration Act of 1938, as amended**

**INSTRUCTIONS.** Furnish this exhibit for EACH foreign principal listed in an initial statement and for EACH additional foreign principal acquired subsequently. The filing of this document requires the payment of a filing fee as set forth in Rule (d)(1), 28 C.F.R. § 5.5(d)(1). Compliance is accomplished by filing an electronic Exhibit A form at <https://www.fara.gov>.

**Privacy Act Statement.** The filing of this document is required by the Foreign Agents Registration Act of 1938, as amended, 22 U.S.C. § 611 *et seq.*, for the purposes of registration under the Act and public disclosure. Provision of the information requested is mandatory, and failure to provide this information is subject to the penalty and enforcement provisions established in Section 8 of the Act. Every registration statement, short form registration statement, supplemental statement, exhibit, amendment, copy of informational materials or other document or information filed with the Attorney General under this Act is a public record open to public examination, inspection and copying during the posted business hours of the Registration Unit in Washington, DC. Statements are also available online at the Registration Unit's webpage: <https://www.fara.gov>. One copy of every such document, other than informational materials, is automatically provided to the Secretary of State pursuant to Section 6(b) of the Act, and copies of any and all documents are routinely made available to other agencies, departments and Congress pursuant to Section 6(c) of the Act. The Attorney General also transmits a semi-annual report to Congress on the administration of the Act which lists the names of all agents registered under the Act and the foreign principals they represent. This report is available to the public in print and online at: <https://www.fara.gov>.

**Public Reporting Burden.** Public reporting burden for this collection of information is estimated to average .49 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to Chief, Registration Unit, Counterintelligence and Export Control Section, National Security Division, U.S. Department of Justice, Washington, DC 20530; and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503.

1. Name and Address of Registrant Wilson Global Communications, LLC 1701 Pennsylvania Avenue NW, Second Floor Washington, DC 20006	2. Registration No. <div style="font-size: 2em; text-align: center;">0584</div>
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3. Name of Foreign Principal China-United States Exchange Foundation	4. Principal Address of Foreign Principal 20/F Yardley Commercial Building, No. 3 Connaught Rd West, Sheung Wan, Hong Kong, China
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5. Indicate whether your foreign principal is one of the following:

Government of a foreign country<sup>1</sup>

Foreign political party

Foreign or domestic organization: If either, check one of the following:

<input type="checkbox"/> Partnership	<input type="checkbox"/> Committee
<input checked="" type="checkbox"/> Corporation	<input type="checkbox"/> Voluntary group
<input type="checkbox"/> Association	<input type="checkbox"/> Other ( <i>specify</i> ) <u>Non-profit foundation</u>

Individual-State nationality

6. If the foreign principal is a foreign government, state:

a) Branch or agency represented by the registrant

b) Name and title of official with whom registrant deals

7. If the foreign principal is a foreign political party, state:

a) Principal address

b) Name and title of official with whom registrant deals

c) Principal aim

1 "Government of a foreign country," as defined in Section 1(e) of the Act, includes any person or group of persons exercising sovereign de facto or de jure political jurisdiction over any country, other than the United States, or over any part of such country, and includes any subdivision of any such group and any group or agency to which such sovereign de facto or de jure authority or functions are directly or indirectly delegated. Such term shall include any faction or body of insurgents within a country assuming to exercise governmental authority whether such faction or body of insurgents has or has not been recognized by the United States.

8. If the foreign principal is not a foreign government or a foreign political party:

a) State the nature of the business or activity of this foreign principal.

China-United States Exchange Foundation ("CUSEF") is a Chinese independent, non-profit and non-governmental foundation focused on improving U.S.-Sino relations.

b) Is this foreign principal:

- |   |   |
|---|---|
| Supervised by a foreign government, foreign political party, or other foreign principal         | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| Owned by a foreign government, foreign political party, or other foreign principal              | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |
| Directed by a foreign government, foreign political party, or other foreign principal           | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| Controlled by a foreign government, foreign political party, or other foreign principal         | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| Financed by a foreign government, foreign political party, or other foreign principal           | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| Subsidized in part by a foreign government, foreign political party, or other foreign principal | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |

9. Explain fully all items answered "Yes" in Item 8(b). *(If additional space is needed, a full insert page must be used.)*

China-United States Exchange Foundation ("CUSEF") is a Chinese independent, non-profit and non-governmental foundation. As part of its mission, CUSEF works in collaboration with Chinese universities and the Chinese Ministry of Education to offer scholarships and sponsorships to American students to study in China. These scholarships are funded, in part, by the Chinese Ministry of Education. In addition, the Principal's mission and the Registrant's work includes efforts to build and improve dialogue between China and African American business, education, and civic leaders, and to improve relations between China and the U.S. in general.

10. If the foreign principal is an organization and is not owned or controlled by a foreign government, foreign political party or other foreign principal, state who owns and controls it.

CUSEF is controlled by a thirteen-member Board of Directors, some of whom also hold positions in Chinese national or local governments. The organization's founding chairman is Mr. C.H. Tung, the former chief executive of Hong Kong and the current vice-chairman of the Chinese People's Political Consultative Conference.

**EXECUTION**

In accordance with 28 U.S.C. § 1746, the undersigned swears or affirms under penalty of perjury that he/she has read the information set forth in this Exhibit A to the registration statement and that he/she is familiar with the contents thereof and that such contents are in their entirety true and accurate to the best of his/her knowledge and belief.

Date of Exhibit A	Name and Title	Signature
August 31, 2018	Julia A. Wilson, CEO & Founder	/s/ Julia Wilson

eSigned

U.S. Department of Justice

Washington, DC 20530

**Exhibit B to Registration Statement****Pursuant to the Foreign Agents Registration Act of 1938, as amended**

**INSTRUCTIONS.** A registrant must furnish as an Exhibit B copies of each written agreement and the terms and conditions of each oral agreement with his foreign principal, including all modifications of such agreements, or, where no contract exists, a full statement of all the circumstances by reason of which the registrant is acting as an agent of a foreign principal. Compliance is accomplished by filing an electronic Exhibit B form at <https://www.fara.gov>.

**Privacy Act Statement.** The filing of this document is required for the Foreign Agents Registration Act of 1938, as amended, 22 U.S.C. § 611 *et seq.*, for the purposes of registration under the Act and public disclosure. Provision of the information requested is mandatory, and failure to provide the information is subject to the penalty and enforcement provisions established in Section 8 of the Act. Every registration statement, short form registration statement, supplemental statement, exhibit, amendment, copy of informational materials or other document or information filed with the Attorney General under this Act is a public record open to public examination, inspection and copying during the posted business hours of the Registration Unit in Washington, DC. Statements are also available online at the Registration Unit's webpage: <https://www.fara.gov>. One copy of every such document, other than informational materials, is automatically provided to the Secretary of State pursuant to Section 6(b) of the Act, and copies of any and all documents are routinely made available to other agencies, departments and Congress pursuant to Section 6(c) of the Act. The Attorney General also transmits a semi-annual report to Congress on the administration of the Act which lists the names of all agents registered under the Act and the foreign principals they represent. This report is available to the public in print and online at: <https://www.fara.gov>.

**Public Reporting Burden.** Public reporting burden for this collection of information is estimated to average .33 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to Chief, Registration Unit, Counterintelligence and Export Control Section, National Security Division, U.S. Department of Justice, Washington, DC 20530; and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503.

1. Name of Registrant

Wilson Global Communications, LLC

2. Registration No.

0584

3. Name of Foreign Principal

China-United States Exchange Foundation

Check Appropriate Box:

4.  The agreement between the registrant and the above-named foreign principal is a formal written contract. If this box is checked, attach a copy of the contract to this exhibit.
5.  There is no formal written contract between the registrant and the foreign principal. The agreement with the above-named foreign principal has resulted from an exchange of correspondence. If this box is checked, attach a copy of all pertinent correspondence, including a copy of any initial proposal which has been adopted by reference in such correspondence.
6.  The agreement or understanding between the registrant and the foreign principal is the result of neither a formal written contract nor an exchange of correspondence between the parties. If this box is checked, give a complete description below of the terms and conditions of the oral agreement or understanding, its duration, the fees and expenses, if any, to be received.
7. Describe fully the nature and method of performance of the above indicated agreement or understanding.

Please see the attached contracts for 2017 and 2018. Registrant has been engaged to provide communications and public relations services, as well as government relations, including outreach to U.S. public officials and relevant private sector organizations. As part of its services, registrant coordinates American student visits and HBCU leadership delegations to China. In addition, the Principal's mission and the Registrant's work includes efforts to build and improve dialogue between China and African American business, education, and civic leaders, and to improve relations between China and the U.S. in general.

8. Describe fully the activities the registrant engages in or proposes to engage in on behalf of the above foreign principal.

Please see the attached contracts for 2017 and 2018. Registrant has been engaged to provide communications and public relations services, as well as government relations, including outreach to U.S. public officials and relevant private sector organizations. As part of its services, registrant coordinates American student visits and HBCU leadership delegations to China. In addition, the Principal's mission and the Registrant's work includes efforts to build and improve dialogue between China and African American business, education, and civic leaders, and to improve relations between China and the U.S. in general.

Please also see Attachment 3 covering activities from January 1, 2017 - July 31, 2018.

9. Will the activities on behalf of the above foreign principal include political activities as defined in Section 1(o) of the Act and in the footnote below? Yes  No

If yes, describe all such political activities indicating, among other things, the relations, interests or policies to be influenced together with the means to be employed to achieve this purpose.

Please see the attached contracts for 2017 and 2018. Registrant has been engaged to provide communications and public relations services, as well as government relations, including outreach to U.S. public officials and relevant private sector organizations. As part of its services, registrant coordinates American student visits and HBCU leadership delegations to China. In addition, the Principal's mission and the Registrant's work includes efforts to build and improve dialogue between China and African American business, education, and civic leaders, and to improve relations between China and the U.S. in general.

Please also see Attachment 3 covering activities from January 1, 2017 - July 31, 2018.

**EXECUTION**

In accordance with 28 U.S.C. § 1746, the undersigned swears or affirms under penalty of perjury that he/she has read the information set forth in this Exhibit B to the registration statement and that he/she is familiar with the contents thereof and that such contents are in their entirety true and accurate to the best of his/her knowledge and belief.

Date of Exhibit B	Name and Title	Signature
August 31, 2018	Julia A. Wilson, CEO & Founder	/s/ Julia Wilson <span style="float: right;">eSigned</span>

Footnote: "Political activity," as defined in Section 1(o) of the Act, means any activity which the person engaging in believes will, or that the person intends to, in any way influence any agency or official of the Government of the United States or any section of the public within the United States with reference to formulating, adopting, or changing the domestic or foreign policies of the United States or with reference to the political or public interests, policies, or relations of a government of a foreign country or a foreign political party.

Attachment 3  
Wilson Global Communications  
Activity Log January 1, 2017 - July 31, 2018

Contact Log for China-United States Exchange Foundation

Date	Method of Contact	Contact Name	Agency/Office	Contact Title	Subject matter
Jan. 1 - Jan. 31, 2017	Meeting, Phone Calls, Emails	CBC Members - Please see Addendum for full list of contacts			CUSEF Student Study Visits/Delegations
Jan. 2 - Jan. 4, 2017	Site Visit, In-Person Meetings	Rodney Ellis		Senator/Harris County Commissioner	CUSEF Student Study Visits/Delegations
Jan. 2 - Jan. 4, 2017	Site Visit, Phone call	Ron Kirk		Ambassador	CUSEF Student Study Visits/Delegations
Jan. 2 - Jan. 4, 2017	Site Visit, In-Person Meetings	Sylvia Garcia	Texas State Senate	State Senator	CUSEF Student Study Visits/Delegations
Jan. 2 - Jan. 4, 2017	Site Visit, In-Person Meetings	Sylvester Turner		Houston Mayor	CUSEF Student Study Visits/Delegations
Jan. 2 - Jan. 4, 2017	Site Visit, In-Person Meetings	Andrew Icken	City of Houston, Houston Mayor's Office	Chief Development Officer	CUSEF Student Study Visits/Delegations
Jan. 3, 2017	In-Person Meeting	Andrew Icken	City of Houston, Houston Mayor's Office	Chief Development Officer	CUSEF Student Study Visits/Delegations
Jan. 5 - Jan. 31, 2017	In-Person Meeting, Emails, Phone Calls	Houston Mayor's Office Staff			CUSEF Student Study Visits/Delegations
Jan. 10, 2017	phone Call	Shaunise Washington	Congressional Black Caucus Foundation	President, CEO	CUSEF Student Study Visits/Delegations
Jan. 16 - 31, 2017	Emails, Phone Conference Call	HBCU - China Scholarship Network			CUSEF Student Study Visits/Delegations
Jan. 25, 2017	Meeting	Rep. Sheila Jackson Lee	U.S. House	Congresswoman	CUSEF Student Study Visits/Delegations
Jan. 25, 2017	In-Person Meeting	Andrew Icken	City of Houston, Houston Mayor's Office	Chief Development Officer	CUSEF Student Study Visits/Delegations
Feb. 1 - Feb. 7, 2017	Emails, Phone Conference Call	Andrew Icken	City of Houston, Houston Mayor's Office	Chief Development Officer	CUSEF Student Study Visits/Delegations
Feb. 1 - Feb. 14, 2017	Phone Calls, Emails	Staff of Congresswoman Sheila Jackson Lee	U.S. House		CUSEF Student Study Visits/Delegations
Feb. 1 - Feb. 16, 2017	Phone Calls, Emails	Staff of Congressman Hank Johnson	U.S. House		CUSEF Student Study Visits/Delegations
Feb. 1 - Feb. 22, 2017	Phone Calls, Emails	Staff of Congresswoman Barbara Lee	U.S. House		CUSEF Student Study Visits/Delegations
Feb. 1 - Feb. 28, 2017	Phone Calls, Emails	Staff of Congressman Sanford Bishop	U.S. House		CUSEF Student Study Visits/Delegations
Feb. 1 - Feb. 28, 2017	Phone Calls, emails	Staff of CBC Members, including Reps. Hank Johnson, Sanford Bishop, Barbara Lee, & Sheila Jackson Lee	U.S. House		CUSEF Student Study Visits/Delegations
Feb. 1 - Feb. 28, 2017	Phone Calls, Emails	HBCU - China Scholarship Network			CUSEF Student Study Visits/Delegations
Feb. 10 - Feb. 28, 2017	Emails, Phone Calls	Staff of Congresswoman Sheila Jackson Lee	U.S. House		CUSEF Student Study Visits/Delegations
Mar. 1 - Mar. 31, 2017	Phone Calls, Emails	Staff of Congresswoman Barbara Lee	U.S. House		CUSEF Student Study Visits/Delegations
Mar. 1 - Mar. 31, 2017	Phone Calls, Emails	Staff of Congressman Sanford Bishop	U.S. House		CUSEF Student Study Visits/Delegations

Mar. 1 - Mar. 31, 2017	Phone Calls, Emails	Staff of Congresswoman Sheila Jackson Lee	U.S. House		CUSEF Student Study Visits/Delegations
Mar. 1 - Mar. 31, 2017	Emails, Phone Calls	Mr. Morris Miles	Texas State Senate	State Senator	CUSEF Student Study Visits/Delegations
Mar. 1 - Mar. 31, 2017	Emails, Phone Calls	Staff of Congresswoman Sheila Jackson Lee	U.S. House		CUSEF Student Study Visits/Delegations
Mar. 6 - Mar. 31, 2017	Phone Calls, Emails	Staff of Congressman Hank Johnson	U.S. House		CUSEF Student Study Visits/Delegations
Mar. 13 - Mar. 14, 2017	Emails	Staff of Houston Mayor Sylvester Turner	Houston Mayor's Office		CUSEF Student Study Visits/Delegations
Mar. 31, 2017	Emails, Phone Conference Call	HBCU - China Scholarship Network			CUSEF Student Study Visits/Delegations
Apr. 3 - Apr. 28, 2017	Phone Calls, Emails	Staff of Congressman Hank Johnson	U.S. House		CUSEF Student Study Visits/Delegations
Apr. 3 - Apr. 28, 2017	Phone Calls, Emails	Staff of Congresswoman Barbara Lee	U.S. House		CUSEF Student Study Visits/Delegations
Apr. 3 - Apr. 28, 2017	Phone Calls, Emails	Staff of Congresswoman Sheila Jackson Lee	U.S. House		CUSEF Student Study Visits/Delegations
Apr. 3 - Apr. 28, 2017	Phone Calls, Emails	Staff of Congressman Sanford Bishop	U.S. House		CUSEF Student Study Visits/Delegations
Apr. 3 - Apr. 28, 2017	Emails, Phone Conference Calls	HBCU - China Scholarship Network			CUSEF Student Study Visits/Delegations
Apr. 3 - Apr. 28, 2017	Emails, Phone Calls	Rep. Sheila Jackson Lee	U.S. House	Congresswoman	CUSEF Student Study Visits/Delegations
Apr. 3 - Apr. 28, 2017	Emails, Phone Calls	Mr. Morris Miles	Texas State Senate	State Senator	CUSEF Student Study Visits/Delegations
Apr. 3 - Apr. 28, 2017	Emails, Phone Calls	Staff of Congresswoman Sheila Jackson Lee	U.S. House		CUSEF Student Study Visits/Delegations
Apr. 19 - Apr. 30, 2017	Emails	Staff of Houston Mayor Sylvester Turner	Houston Mayor's Office		CUSEF Student Study Visits/Delegations
Apr. 20 - Apr. 24, 2017	Emails	Staff of CBC Chairman Cedric Richmond			CUSEF Student Study Visits/Delegations
Apr. 20 - Apr. 24, 2017	Emails	Staff of Rep. Sanford Bishop	U.S. House		CUSEF Student Study Visits/Delegations
May 1 - May 31, 2017	Phone Calls, Emails	Staff of Congressman Hank Johnson	U.S. House		CUSEF Student Study Visits
May 1 - May 31, 2017	Phone Calls, Emails	Staff of Congressman Barbara Lee	U.S. House		CUSEF Student Study Visits
May 1 - May 31, 2017	Phone Calls, Emails	Staff of Congresswoman Sheila Jackson Lee	U.S. House		CUSEF Student Study Visits
May 1 - May 31, 2017	Conference Calls, Phone Calls, Emails	Staff of Congressman Sanford Bishop	U.S. House		CUSEF Student Study Visits
May 1 - May 31, 2017	Emails, Phone Calls, Conference Calls, in person meetings	HBCU - China Scholarship Network			CUSEF Student Study Visits
May 4, 2017	In Person Meetings	Staff of Congressman Sanford Bishop	U.S. House		CUSEF Student Study Visits
May 4, 2017	In Person Meetings	Staff of Rep. Hank Johnson	U.S. House	Congressman	CUSEF Student Study Visits
May 4, 2017	In Person Meetings	Staff of Rep. Sheila Jackson Lee	U.S. House	Congresswoman	CUSEF Student Study Visits
May 4, 2017	In-Person Meeting	Rep. Sheila Jackson Lee and Staff	U.S. House	Congresswoman	CUSEF Student Study Visits
May 25 - May 31, 2017	Emails	Staff of Houston Mayor Sylvester Turner	Houston Mayor's Office		CUSEF Student Study Visits/Delegations

June 1 - June 20, 2017	Emails, Conference Calls	HBCU - China Scholarship Network			CUSEF Student Study Visits/Delegations
June 13, 2017	In Person Meeting	Rep. Hank Johnson	U.S. House	Congressman	CUSEF Student Study Visits
June 13, 2017	In Person Meeting	Rep. James Clyburn	U.S. House	Congressman	CUSEF Student Study Visits
June 27, 2017	Emails, Phone Calls	Rep. Sheila Jackson Lee and Staff	U.S. House	Congresswoman	CUSEF Student Study Visits
July 1 - July 31, 2017	Emails, Phone Calls	HBCU - China Scholarship Network			CUSEF Student Study Visits/Delegations
July 16 - July 31, 2017	Emails, Phone Calls	Staff of Congressman Hank Johnson	U.S. House		CUSEF Student Study Visits
July 16 - July 31, 2017	Emails, Phone Calls	Staff of Rep. Barbara Lee	U.S. House		CUSEF Student Study Visits
July 16 - July 31, 2017	Emails, Phone Calls	Staff of Rep. Sheila Jackson Lee	U.S. House		CUSEF Student Study Visits
July 26 - July 27, 2017	Emails, Phone Calls	Rep. Sheila Jackson Lee and Staff	U.S. House	Congresswoman	CUSEF Student Study Visits/Delegations
Aug. 1 - 25, 2017	Emails, Phone Calls	HBCU - China Scholarship Network			CUSEF Student Study Visits/Delegations
Aug. 28, 2017	Emails, Phone Calls	Rep. Sheila Jackson Lee and Staff	U.S. House	Congresswoman	Well wishes for Houston re: Hurricane Harvey
Aug. 28, 2017	Emails, Phone Calls	City of Houston Staff	City of Houston		Well wishes for Houston re: Hurricane Harvey
Sept. 1 - 30, 2017	Emails, Phone Calls	HBCU - China Scholarship Network			CUSEF Student Study Visits/Delegations
Sept. 8 & 11, 2017	Emails	Rep. Sheila Jackson Lee	U.S. House	Congresswoman	Well wishes on behalf of CUSEF following destruction of Hurricane Harvey
Sept. 8 & 11, 2017	Emails	Rep. Marc Veasey	U.S. House	Congressman	Well wishes on behalf of CUSEF following destruction of Hurricane Harvey
Sept. 8 & 11, 2017	Emails	Rep. Al Green	U.S. House	Congressman	Well wishes on behalf of CUSEF following destruction of Hurricane Harvey
Sept. 8 & 11, 2017	Emails	Rep. Eddie Bernice Johnson	U.S. House	Congresswoman	Well wishes on behalf of CUSEF following destruction of Hurricane Harvey
Sept. 8 & 11, 2017	Emails	Rep. Alcee Hastings	U.S. House	Congressman	Well wishes on behalf of CUSEF following destruction of Hurricane Harvey
Sept. 8 & 11, 2017	Emails	Rep. Fredenca Wilson	U.S. House	Congresswoman	Well wishes on behalf of CUSEF following destruction of Hurricane Harvey
Sept. 8 & 11, 2017	Emails	Rep. Al Lawson	U.S. House	Congressman	Well wishes on behalf of CUSEF following destruction of Hurricane Harvey
Sept. 8 & 11, 2017	Emails	Rep. Val Demings	U.S. House	Congresswoman	Well wishes on behalf of CUSEF following destruction of Hurricane Harvey
Sept. 20 - Sept. 22, 2017	In Person Meetings	Sen. Cory Booker	U.S. Senate	Congressman	CUSEF Student Study Visits
Sept. 20 - Sept. 22, 2017	In Person Meetings	Rep. Sheila Jackson Lee	U.S. House	Congresswoman	CUSEF Student Study Visits
Sept. 20 - Sept. 22, 2017	In Person Meetings	Rep. G. K. Butterfield	U.S. House	Congressman	CUSEF Student Study Visits

Sept. 20 - Sept. 22, 2017	In Person Meetings	Rep. Marc Veasey	U.S. House	Congressman	CUSEF Student Study Visits
Sept. 20 - Sept. 22, 2017	In Person Meetings	Rep. Robin Kelly	U.S. House	Congresswoman	CUSEF Student Study Visits
Sept. 20 - Sept. 22, 2017	In Person Meetings	Rep. Barbara Lee	U.S. House	Congresswoman	CUSEF Student Study Visits
Sept. 20 - Sept. 22, 2017	In Person Meetings	Rep. Maxine Waters	U.S. House	Congresswoman	CUSEF Student Study Visits
Sept. 20 - Sept. 22, 2017	In Person Meetings	Re. Emanuel Cleaver, II	U.S. House	Congressman	CUSEF Student Study Visits
Sept. 20 - Sept. 22, 2017	In Person Meetings	Rep. William Lacy Clay	U.S. House	Congressman	CUSEF Student Study Visits
Sept. 22 - Sept. 30, 2017	Emails, Phone Calls	Staff of Rep. Hank Johnson	U.S. House	Congressman	Scheduling Meetings
Sept. 22 - Sept. 30, 2017	Emails, Phone Calls	Staff of Rep. Sheila Jackson Lee	U.S. House	Congresswoman	Scheduling Meetings
Sept. 22 - Sept. 30, 2017	Emails, Phone Calls	Staff of Rep. Barbara Lee	U.S. House	Congresswoman	Scheduling Meetings
Sept. 22 - Sept. 30, 2017	Emails, Phone Calls	Staff of Rep. Marc Veasey	U.S. House	Congressman	Scheduling Meetings
Sept. 22 - Sept. 30, 2017	Emails, Phone Calls	Staff of Rep. James Clyburn	U.S. House	Congressman	Scheduling Meetings
Sept. 22 - Sept. 30, 2017	Emails, Phone Calls	Staff of Rep. Cedric Richmond	U.S. House	Congressman	Scheduling Meetings
Sept. 22 - Sept. 30, 2017	Emails, Phone Calls	Staff of Rep. G. K. Butterfield	U.S. House	Congressman	Scheduling Meetings
Oct. 1 - Oct. 6, 2017	Emails, Phone Calls	Staff of Rep. James Clyburn	U.S. House	Congressman	Scheduling Meetings
Oct. 1 - Oct. 6, 2017	Emails, Phone Calls	Staff of Rep. G. K. Butterfield	U.S. House	Congressman	Scheduling Meetings
Oct. 1 - Oct. 6, 2017	Emails, Phone Calls	Staff of Rep. Hank Johnson	U.S. House	Congressman	Scheduling Meetings
Oct. 1 - Oct. 10, 2017	Emails, Phone Calls	Rep. Hank Johnson and Staff	U.S. House	Congressman	Scheduling Meetings
Oct. 1 - Oct. 10, 2017	Emails, Phone Calls	Rep. G. K. Butterfield and Staff	U.S. House	Congressman	Scheduling Meetings
Oct. 1 - Oct. 10, 2017	Emails, Phone Calls	Rep. James Clyburn and Staff	U.S. House	Congressman	Scheduling Meetings
Oct. 10 - Oct. 20, 2017	Emails, Phone Calls	Rep. Hank Johnson and Staff	U.S. House	Congressman	Follow up on meetings
Oct. 10 - Oct. 20, 2017	Emails, Phone Calls	Rep. G. K. Butterfield and Staff	U.S. House	Congressman	Follow up on meetings
Oct. 10 - Oct. 20, 2017	Emails, Phone Calls	Rep. James Clyburn and Staff	U.S. House	Congressman	Follow up on meetings
Nov. 1 - 31, 2017	Emails, Phone Calls	HBCU - China Scholarship Network			CUSEF Student Study Visits/Delegations
Nov. 20, 2017	Phone Call	Craig Link	Rep. James Clyburn, U.S. House	Legislative Director	CUSEF Student Study Visits
Dec. 1 - 31, 2017	Emails, Phone Calls	HBCU - China Scholarship Network			CUSEF Student Study Visits/Delegations
Jan. 3 - Jan. 31, 2018	Phone Calls, Emails	Various CBC Offices			Scheduling Meetings re CUSEF Student Study Visits
Feb. 1 - Feb. 28, 2018	In Person Meetings, Phone Calls, Emails	Rep. James Clyburn and Staff	U.S. House	Congressman	CUSEF Student Study Visits/Delegations
Feb. 1 - Feb. 28, 2018	In Person Meetings, Phone Calls, Emails	Rep. G. K. Butterfield and Staff	U.S. House	Congressman	CUSEF Student Study Visits/Delegations
Feb. 1 - Feb. 28, 2018	In Person Meetings, Phone Calls, Emails	Rep. Hank Johnson and Staff	U.S. House	Congressman	CUSEF Student Study Visits/Delegations
Feb. 1 - Feb. 28, 2018	In Person Meetings, Phone Calls, Emails	Rep. Barbara Lee and Staff	U.S. House	Congressman	CUSEF Student Study Visits/Delegations
Feb. 1 - Feb. 28, 2018	Emails, Phone Calls	HBCU - China Network Members			CUSEF Student Study Visits/Delegations
Mar. 1 - Mar. 31, 2018	Phone Calls, Emails, In Person Meeting	Rep. Sheila Jackson Lee	U.S. House	Congresswoman	CUSEF Student Study Visits/Delegations
Mar. 1 - Mar. 31, 2018	Phone Calls, Emails	HBCU - China Scholarship Network			CUSEF Student Study Visits/Delegations
Apr. 1 - Apr. 30, 2018	phone Calls, Emails, In Person Meetings	Rep. Sheila Jackson Lee	U.S. House	Congresswoman	CUSEF Student Study Visits/Delegations



Apr. 1 - Apr. 30, 2018	Phone Calls, Emails, in Person Meetings	Various CBC Offices, including Reps. G.K. Butterfield, Alma Adams, Hank Johnson, James Clyburn, Barbara Lee			CUSEF Student Study Visits/Delegations
Apr. 1 - Apr. 30, 2018	Phone Calls, Emails	HBCU - China Scholarship Network			CUSEF Student Study Visits/Delegations
May 1 - May 31, 2018	Phone Calls, Emails	HBCU - China Scholarship Network			CUSEF Student Study Visits/Delegations
June 1 - June 30, 2018	Phone Calls, Emails	HBCU - China Scholarship Network			CUSEF Student Study Visits/Delegations
July 1 - July 31, 2018	Phone Calls, Emails, in Person Meetings	Glenn Rushing	Congresswoman Shelia Jackson Lee	Chief of Staff	CUSEF Student Study Visits/Delegations
July 1 - July 31, 2018	Phone Calls, Emails, in Person Meetings	Julie Nickson	Congresswoman Barbara Lee	Chief of Staff	CUSEF Student Study Visits/Delegations
July 1 - July 31, 2018	Phone Calls, Emails, in Person Meetings	Lin Whitehouse	Congressman James Clyburn	Senior Legislative Assistant	CUSEF Student Study Visits/Delegations
July 1 - July 31, 2018	Phone Calls, Emails	HBCU - China Scholarship Network			CUSEF Student Study Visits/Delegations

## ADDENDUM TO CONTACT LOG

	NAME/DISTRICT	POSITIONS & COMMITTEES
1.	Congressman Cedric Richmond (LA-02)	<ul style="list-style-type: none"> <li>• CBC Chairman</li> <li>• Member, Judiciary Committee</li> <li>• Member, Homeland Security Committee</li> </ul>
2.	Congressman G.K. Butterfield (NC-01)	<ul style="list-style-type: none"> <li>• Immediate past CBC Chairman</li> <li>• Chief Deputy Whip, House Democratic Caucus</li> <li>• Member, Energy and Commerce Committee</li> </ul>
3.	Congressman John Conyers (MI-13)	<ul style="list-style-type: none"> <li>• Ranking Member, Judiciary Committee</li> </ul>
4.	Congressman John Lewis (GA-05)	<ul style="list-style-type: none"> <li>• Member, Committee on Ways and Means</li> </ul>
5.	Congresswoman Eleanor Holmes-Norton (DC)	<ul style="list-style-type: none"> <li>• Member, Oversight and Government Reform Committee</li> <li>• Member, Transportation and Infrastructure Committee</li> </ul>
6.	Congresswoman Maxine Waters (CA-43)	<ul style="list-style-type: none"> <li>• Ranking Member, Financial Services Committee</li> <li>• Member, Steering and Policy Committee</li> </ul>
7.	Congressman Sanford Bishop, Jr. (GA-02)	<ul style="list-style-type: none"> <li>• Member, Appropriations Committee</li> </ul>
8.	Congressman Jim Clyburn (SC-06)	<ul style="list-style-type: none"> <li>• Assistant Democratic Leader (third-ranking Democrat in the House of Representatives)</li> </ul>
9.	Congressman Alcee Hastings (FL-20)	<ul style="list-style-type: none"> <li>• Senior Member, Committee on Rules</li> </ul>
10.	Congresswoman Eddie Bernice Johnson (TX-30)	<ul style="list-style-type: none"> <li>• Member, Science, Space, and Technology Committee</li> <li>• Member, Transportation and Infrastructure Committee</li> </ul>
11.	Congressman Bobby Rush (IL-01)	<ul style="list-style-type: none"> <li>• Member, Energy and Commerce Committee</li> </ul>
12.	Congressman Bobby Scott (VA-03)	<ul style="list-style-type: none"> <li>• Member, Education and the Workforce Committee</li> </ul>
13.	Congressman Bennie Thompson (MS-02)	<ul style="list-style-type: none"> <li>• Member, Homeland Security Committee</li> </ul>

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14.	Congresswoman Sheila Jackson Lee (TX-18)	<ul style="list-style-type: none"> <li>• Member, Homeland Security Committee</li> <li>• Member, Judiciary Committee</li> </ul>
15.	Congressman Elijah Cummings (MD-07)	<ul style="list-style-type: none"> <li>• Ranking Member, Oversight and Government Reform Committee</li> </ul>
16.	Congressman Danny K. Davis (IL-07)	<ul style="list-style-type: none"> <li>• Member, Ways and Means Committee</li> </ul>
17.	Congressman Gregory Meeks (NY-)	<ul style="list-style-type: none"> <li>• Member, Financial Services Committee</li> <li>• Member, Foreign Affairs Committee</li> </ul>
18.	Congresswoman Barbara Lee (CA-13)	<ul style="list-style-type: none"> <li>• Member, Appropriations Committee</li> <li>• Member, Budget Committee</li> </ul>
19.	Congressman William Lacy Clay (MO-01)	<ul style="list-style-type: none"> <li>• Member, Financial Services Committee</li> <li>• Member, Oversight and Government Reform</li> </ul>
20.	Congressman David Scott (GA-13)	<ul style="list-style-type: none"> <li>• Member, Agriculture Committee</li> <li>• Member, Financial Services Committee</li> </ul>
21.	Congressman Emanuel Cleaver, II (MO-05)	<ul style="list-style-type: none"> <li>• Member, Financial Services Committee</li> </ul>
22.	Congressman Al Green (TX-09)	<ul style="list-style-type: none"> <li>• Member, Financial Services Committee</li> </ul>
23.	Congresswoman Gwen Moore (WI-04)	<ul style="list-style-type: none"> <li>• CBC Whip</li> <li>• Member, Financial Services Committee</li> </ul>
24.	Congresswoman Yvette Clarke (NY-09)	<ul style="list-style-type: none"> <li>• Member, Energy and Commerce Committee</li> <li>• Member, Ethics Committee</li> </ul>
25.	Congressman Keith Ellison (MN-05)	<ul style="list-style-type: none"> <li>• Member, Financial Services Committee</li> </ul>
26.	Congressman Hank Johnson (GA-04)	<ul style="list-style-type: none"> <li>• Member, Judiciary Committee</li> <li>• Member, Transportation and Infrastructure</li> </ul>
27.	Congressman Andre Carson (IN-07)	<ul style="list-style-type: none"> <li>• CBC 1st Vice Chair</li> <li>• Member, Transportation and Infrastructure</li> </ul>
28.	Congresswoman Marcia Fudge (OH-11)	<ul style="list-style-type: none"> <li>• Member, Agriculture Committee</li> <li>• Member, Education and the Workforce</li> </ul>
29.	Congresswoman Karen Bass (CA-37)	<ul style="list-style-type: none"> <li>• CBC 2nd Vice Chair</li> <li>• Member, Foreign Affairs Committee</li> </ul>
30.	Congresswoman Terri Sewell (AL-07)	<ul style="list-style-type: none"> <li>• Member, Ways and Means Committee</li> <li>• Member, Permanent Select Committee on</li> </ul>

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31.	Congresswoman Frederica Wilson (FL-24)	<ul style="list-style-type: none"> <li>• Member, Education and the Workforce Committee</li> </ul>
32.	Congressman Donald Payne, Jr. (NJ-10)	<ul style="list-style-type: none"> <li>• Member, Homeland Security Committee</li> <li>• Member, Transportation and Infrastructure</li> </ul>
33.	Congresswoman Joyce Beatty (OH-03)	<ul style="list-style-type: none"> <li>• Member, Financial Services Committee</li> </ul>
34.	Congressman Hakeem Jeffries (NY-08)	<ul style="list-style-type: none"> <li>• Member, Budget Committee.</li> <li>• Member, Judiciary Committee</li> </ul>
35.	Congressman Marc Veasey (TX-33)	<ul style="list-style-type: none"> <li>• Member, Armed Services Committee</li> <li>• Member, Science, Space, and Technology</li> </ul>
36.	Congresswoman Robin Kelly (IL-02)	<ul style="list-style-type: none"> <li>• Member, Foreign Affairs Committee</li> <li>• Member, Oversight and Government Reform</li> </ul>
37.	Senator Cory Booker (New Jersey)	<ul style="list-style-type: none"> <li>• Committee on Commerce, Science, and Transportation</li> </ul>
38.	Congresswoman Alma Adams (NC-12)	<ul style="list-style-type: none"> <li>• Member, Agriculture Committee</li> <li>• Member, Education and the</li> </ul>
39.	Congresswoman Brenda Lawrence (MI-14)	<ul style="list-style-type: none"> <li>• CBC Secretary</li> <li>• Member, Oversight and Government Reform</li> </ul>
40.	Congresswoman Mia Love (UT-04)	<ul style="list-style-type: none"> <li>• Member, Financial Services Committee</li> </ul>
41.	Congresswoman Stacey Plaskett (US VI)	<ul style="list-style-type: none"> <li>• Member, Agriculture Committee</li> <li>• Member, Oversight and Government Reform</li> </ul>
42.	Congresswoman Bonnie Watson Coleman	<ul style="list-style-type: none"> <li>• Member, Homeland Security Committee</li> <li>• Member, Oversight and Government Reform</li> </ul>
43.	Congressman Dwight Evans (PA-02)	<ul style="list-style-type: none"> <li>• Member, Agriculture Committee</li> <li>• Member, Small Business Committee</li> </ul>
44.	Senator Kamala Harris (California)	<ul style="list-style-type: none"> <li>• Select Committee on Intelligence</li> <li>• Committee on the Budget</li> </ul>
45.	Congresswoman Lisa Blunt Rochester	<ul style="list-style-type: none"> <li>• Member, Agriculture Committee</li> <li>• Member, Education and the</li> </ul>
46.	Congressman Anthony Brown (MD-04)	<ul style="list-style-type: none"> <li>• Member, Armed Services Committee</li> <li>• Member, Ethics Committee</li> </ul>
47.	Congresswoman Val Butler Demings	<ul style="list-style-type: none"> <li>• Member, Homeland Security Committee</li> <li>• Member, Oversight and Government Reform</li> </ul>

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48.	Congressman Al Lawson, Jr. (FL-05)	<ul style="list-style-type: none"><li>• Member, Agriculture Committee</li><li>• Member, Small Business Committee</li></ul>
49.	Congressman A. Donald McEachin (VA-04)	<ul style="list-style-type: none"><li>• Member, Armed Services Committee</li><li>• Member, Natural Resources Committee</li></ul>

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China-United States Exchange Foundation

**China-U.S. Exchange Foundation  
&  
Wilson Global Communications USA**

This Agreement is made by and between the **China-United States Exchange Foundation (Client)** located at 15/F, Shun Ho Tower, 24-30 Ice House Street, Central, Hong Kong, and **Wilson Global Communications, LLC (Consultant)** a Limited Liability Corporation (LLC) incorporated in the United States of America with EIN Tax ID# 20-2110186 located at 1701 Pennsylvania Avenue NW, Third Floor, Washington, District of Columbia 20006 USA, and will hereafter be referred to as "Client" and "Consultant," respectively.

**NATURE OF ENGAGEMENT**

Subject to the terms and conditions contained in this Agreement, the Client herewith agrees to engage the Consultant to, during the tenure of this Agreement from January 1, 2017 to December 31, 2017, provide communications and related public relations consulting services for the purposes of planning and implementing activities that will effectively assist the Client in building, enhancing, and sustaining positive relationships with African American leaders and major African American organizations and to foster their better understanding of Sino-U.S. relationships.

It is agreed that the Scope of Work (SOW) the Consultant shall undertake will be to assist the Client in arranging dialogue with key African American audiences and organizing activities in the U.S. and/or in China according to goals, plans and timetable agreed by the Client from time to time. Each activity will be conducted with the approval of the Client, and with reasonable notice given to the Consultant for major events. In the event certain tasks cannot be accomplished as planned due to circumstances beyond their control, the Consultant will inform and consult the Client in advance so that alternative arrangements can be made upon mutual agreement. The Consultant agrees not to incur any expense chargeable to the Client without the prior approval by the Client's authorized representatives. Additional details of the scope of work will be agreed between the parties from time to time. (See attachment for the confirmed timeline of activities for 2017.

The Consultant's owner, Ms. Julia Wilson, will carry the title of Client's PR Liaison Representative to facilitate her work. In the event that the Consultant wishes to represent other entities whose work may conflict with the Client's scope of work, the Client's permission will need to be sought first. The Client warrants that permission will not be withheld unreasonably.





China United States Exchange Foundation

**COMPENSATION AND PAYMENT TERMS**

The Client agrees to pay the Consultant for services rendered under this Agreement, a Service Fee in the amount of \$13,000 USD per month during the tenure of this Agreement. For clarity, a month is defined as from the first day of a calendar month to the last day of the same calendar month.

Payment of the Total Service Fee as stipulated above shall, subject to receipt by the Client an invoice from the Consultant no later than 12 days before a payment is due, become due and payable on the last working day of a month as defined above. Unless otherwise agreed in writing by the parties, the Client agrees to effect the payment of Service Fee so it will reach the Consultant's designated bank account no later than the due date concerned. All payments will be via bank direct deposit or transfer to the Consultant's SunTrust Bank Account No.: [REDACTED] (International Routing No. [REDACTED])

The Service Fee will cover unlimited hours of services hours and all materials consumed in the course of normal office operation to complete activities provided by the Consultant to the Client for the purpose of performing work stipulated in the Scope of Work and Deliverables.

The Client shall be responsible for paying the Consultant for any and all out-of-pocket costs, including, but not limited to, international and local air and ground transportation, quality lodging, meals, travel documentation fees, photocopying, long-distance telephone, teleconferencing, computer research and other computer services, postage, express mail and courier charges, and any third party vendor expenses such as video camera crews, photographers, video editing and venue rentals, provided that such expenses or an estimate of such shall have been approved in advance by The Client in writing and that claims for paying such expenses shall be submitted to the Client with supporting receipts or equivalent documents. The Consultant shall from time-to-time and as needed, provide the Client with a budget of anticipated out-of-pocket costs. The Client shall attempt to approve and pay these costs in advance whenever necessary and requested by the Consultant in writing. Out-of-pocket costs not paid in advance shall be included in additional monthly invoices issued by the consultant to the Client.

**TERMINATION**

This Agreement may be terminated at any time by either party, without cause assigned, by providing three (3) months advance written notice to the other party. Upon written agreement between the Client and the Consultant, this Agreement may be terminated, amended, replaced, extended or renewed in manners both parties deem fit and proper.

Termination of this contract for any reason should not affect:

- i. Either party's accrued rights, remedies or liabilities including payments due at the effective date of termination; or
- ii. The coming into force or the continuance in force of any provision of the contract which is expressly or by implication intended to come into or continue in force on or after termination.





China-United States Exchange Foundation

### LIMITED LIABILITY

The Client indemnifies the Consultant against all proceedings, claims, threatened claims, losses, damages and expenses (including costs of judgments, settlements, court costs, and attorney fees and costs), regardless of the outcome of such claims or actions, arising out of or relating in any way, directly or indirectly, to any allegedly negligent or wrongful act or omission of the Client, including but not limited to any delay by the Client in approving any work or payment of fees or out-of-pocket costs under this Agreement, or which is based upon or is in connection with any information, representation, reports, data and materials supplied, prepared or approved in writing by the Client.

Any property or information made available by the Client to the Consultant for the purposes of demonstration or publicity or for any other purpose arising from or in connection with this Agreement shall be and at all times remain at the sole and entire risk of the Client, and the Consultant shall not be subject to any liability for the credibility of its content.

Consultant shall have no liability to Client for any loss, damage, costs, expenses or other claims for compensation arising from any material or instructions supplied by Client which are incomplete, incorrect, inaccurate, illegible, out of sequence or in the wrong form, or arising from their late arrival or non-arrival, or any other fault of Client, provided Consultant has duly notified Client within *three (3) days* of receipt of such material or instructions.

### FORCE MAJEURE

*"Force majeure"* means war, emergency, accident, fire, earthquake, flood, storm, industrial strike or other impediment which the affected party proves was beyond its control and that it could not reasonably be expected to have taken the impediment into account at the time of the conclusion of the contract or to have avoided or overcome it or its consequences.

- i. A party affected by *force majeure* shall not be deemed to be in breach of the contract, or otherwise be liable to the other, by reason of any delay in performance, or the non-performance, of any of its obligations under this contract to the extent that the delay or non-performance is due to any *force majeure* of which it has notified the other party in accordance with the Notification clause of this contract.
- ii. The time for performance of that obligation should be extended accordingly, subject to section iv below.
- iii. If any *force majeure* occurs in relation to either party which affects or is likely to affect the performance of any of its obligations under the contract, it shall notify the other party within a reasonable time as to the nature and extent of the circumstances in question and their effect on its ability to perform.
- iv. If the performance by either party of any of its obligations under this contract is prevented or delayed by *force majeure* for a continuous period in excess of three months, the other party shall

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[www.wilsonglobalcommunications.com](http://www.wilsonglobalcommunications.com)







China-United States Exchange Foundation

be entitled to terminate this contract by giving written notice to the party affected by the *force majeure*.

**NOTICES**

Any notice under this Agreement shall be in writing (which may include email), and may be served by sending to the address of the other party as specified herein, as noted below in a manner that ensures receipt of the notice can be confirmed.

- i. For Client: China-United States Exchange Foundation, Attn: Mr. Alan Wong, 15/F, Shun Ho Tower, 24-30 Ice House Street, Central, Hong Kong; email: [alan.wong@cusef.org.hk](mailto:alan.wong@cusef.org.hk)
- ii. For Consultant: Wilson Global Communications, Attn: Ms. Julia A. Wilson, CEO, 1701 Pennsylvania Ave., NW, 3<sup>rd</sup> Floor, Washington, D.C. 20006; email: [jwilson@wilsonglobalcomm.com](mailto:jwilson@wilsonglobalcomm.com)

Signed by the authorized representatives:

Mr. Alan Wong  
Executive Director  
China – United States Exchange Foundation

January 1, 2017

Ms. Julia A. Wilson  
Chief Executive Officer and Founder  
Wilson Global Communications, LLC

January 1, 2017





## ATTACHMENT

**China – United States Exchange Foundation  
African American Initiative  
2017 Activities and Timeline**

**KEY AUDIENCES**

- Congressional Black Caucus
- Historically Black Colleges and Universities
- Local/State legislators in Midwestern States (Texas, Michigan and Ohio)
- Local/State leaders in education and community affairs

**2017 TIMELINE**

(Major Chinese and U.S. holidays incorporated; Activities arranged by quarter)

QUARTER	LOCATION(S)	PROJECT(S)	AUDIENCE(S)
Q1 January February March	N/A	Student Study visits – send reminders of deadlines; obtain verbal confirmations	Congressional Black Caucus
	N/A	Student Study visits – Applications due Feb 1; funding confirmation due Mar 15	Congressional Black Caucus
	N/A	Student Study visits – CUSEF confirms and assigns travel dates to groups and offers remaining spots to HBCUs and other target groups	<ul style="list-style-type: none"> <li>• Congressional Black Caucus</li> <li>• Historically Black Colleges and Universities</li> <li>• African American organizations</li> </ul>
	Wash., D.C. (visits to select Midwestern cities)	CUSEF Leadership visit to the U.S. - Meetings with Congressional leaders (focus on Congressional Representatives from Michigan, Ohio and Texas) - Meetings in Texas with local city and county elected leaders	<ul style="list-style-type: none"> <li>• Congressional Black Caucus</li> <li>• African American leaders</li> <li>• Local/State elected and leaders in Texas</li> <li>• Elite university and HBCUs in Texas</li> </ul>
Q1 Holidays and key events to note:			
January 20	Presidential Inauguration (US - various inauguration activities throughout the week)		
January 28	CHINESE NEW YEAR (Break one week before and up to a month after)		





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Q2 April May June	Visits to select cities in 3 Midwestern states (tbd)	<b>CUSEF Leadership visit to the U.S.</b> <ul style="list-style-type: none"> <li>- Meetings with Congressional leaders</li> <li>- Meetings with elected / appointed officials &amp; community leaders</li> </ul>	<ul style="list-style-type: none"> <li>• Congressional Black Caucus</li> <li>• HBCU Presidents</li> <li>• African American leaders</li> </ul>
	China (Beijing, Hangzhou, Shanghai)	Student study groups begin visits to China	<ul style="list-style-type: none"> <li>• Congressional Black Caucus</li> <li>• Historically Black Colleges and Universities</li> </ul>
<b>Q2 Holidays and key events to note:</b>			
April 16	EASTER SUNDAY		
May 1	MAY DAY HOLIDAY (China and Hong Kong)		
May 29	MEMORIAL DAY HOLIDAY (U.S. – Most summer schedules begin)		
Q3 July August September	China (Beijing, Hangzhou, Shanghai)	Various student study groups visit China	<ul style="list-style-type: none"> <li>• Congressional Black Caucus</li> <li>• Historically Black Colleges and Universities</li> </ul>
	Select cities in target states (tbd)	<b>CUSEF Leadership visit to the U.S.</b> <ul style="list-style-type: none"> <li>- National Urban League Annual Conference Dinner – hosted by CUSEF (tbc)</li> <li>- Meetings with elected officials in select target cities</li> </ul>	<ul style="list-style-type: none"> <li>• National Urban League Affiliate CEOs and Presidents</li> <li>• African American leaders (nationally)</li> </ul>
	China (TBD)	CBC Delegation to China	Congressional Black Caucus
<b>Q3 Holidays and key events to note:</b>			
August	Congressional Recess (one month break)		
September 4	LABOR DAY HOLIDAY (U.S. – Most Summer schedules end)		
September (dates TBA)	Congressional Black Caucus Foundation's Annual Legislative Conference		
Q4 October November December	N/A	Review program plan for 2018	
	China (locations tbd)	HBCU Leadership Delegation to China	Historically Black Colleges and Universities – presidents and senior administrators only





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	Wash., D.C.	Distribute application package for 2018 student study visits to China	Congressional Black Caucus
	Wash., D.C. Select cities in target states (tbd)	CUSEF Leadership visit to the U.S. - Meetings with Congressional leaders - Meetings with elected officials	<ul style="list-style-type: none"> <li>• Congressional Black Caucus</li> <li>• African American leaders</li> </ul>
	China (cities tbd)	National Urban League Leadership Visit to China (tbc)	National Urban League Affiliate CEOs and Presidents
	N/A	2017 report and suggested program schedule for 2018	
Q4 Holidays and key events to note:			
October 4	MID-AUTUMN FESTIVAL (China and Hong Kong)		
October 1-7	CHINESE NATIONAL DAY (1-week break)		
November 23	THANKSGIVING HOLIDAY (U.S.)		
December 25	CHRISTMAS HOLIDAY		

**\*Note: U.S. Presidential Inauguration will be held on January 20, 2017 and may affect the Feb. 1<sup>st</sup> deadline for CBC member district POCs to send student study program information.**



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www.wilsonglobalcommunications.com





China-United States Exchange Foundation

**China-U.S. Exchange Foundation  
&  
Wilson Global Communications LLC**

This Agreement is made by and between the **China-United States Exchange Foundation** (Client) located at 20/F Yardley Commercial Building, No. 3 Connaught Rd West, Sheung Wan, Hong Kong, and **Wilson Global Communications, LLC** (Consultant) a Limited Liability Corporation (LLC) incorporated in the United States of America with EIN Tax ID# 20-2110186 located at 1701 Pennsylvania Avenue NW, Second Floor, Washington, District of Columbia 20006 USA, and will hereafter be referred to as "Client" and "Consultant," respectively.

**NATURE OF ENGAGEMENT**

Subject to the terms and conditions contained in this Agreement, the Client herewith agrees to engage the Consultant to, during the tenure of this Agreement from January 1, 2018 to December 31, 2018, provide communications and related public relations consulting services for the purposes of planning and implementing activities that will effectively assist the Client in building, enhancing, and sustaining positive relationships with African American leaders and major African American organizations and to foster their better understanding of Sino-U.S. relationships.

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The Consultancy's owner, Ms. Julia Wilson, will carry the title of Client's U.S. Liaison Representative to facilitate the work. In the event that the Consultant wishes to represent other entities whose work may conflict with the Client's scope of work, the Client's permission will need to be sought first. The Client warrants that permission will not be withheld unreasonably.





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**EMPLOYMENT AND PAYMENT TERMS**

The Client agrees to pay the Consultant for services rendered under this Agreement, a Service Fee in the amount of \$11,000 USD per month. For clarity, a month is defined as from the first day of a calendar month to the last day of the same calendar month.

Payment of the Total Service Fee as stipulated above shall, subject to receipt by the Client an invoice from the Consultant no later than 12 days before a payment is due, become due and payable on the last working day of a month as defined above. Unless otherwise agreed in writing by the parties, the Client agrees to affect the payment of Service Fee so it will reach the Consultant's designated bank account no later than the due date concerned. All payments will be via bank direct deposit or transfer to the Consultant's SunTrust Bank Account No.: [REDACTED] International Routing No. [REDACTED].

The Service Fee will cover unlimited hours of services hours and all materials consumed in the course of normal office operation to complete activities provided by the Consultant to the Client for the purpose of performing work stipulated in the Scope of Work and Deliverables.

The Client shall be responsible for paying the Consultant for any and all out-of-pocket costs, including, but not limited to, international and local air and ground transportation, quality lodging, meals, travel documentation fees, photocopying, long-distance telephone, teleconferencing, computer research and other computer services, postage, express mail and courier charges, and any third party vendor expenses such as video camera crews, photographers, video editing and venue rentals, provided that such expenses or an estimate of such shall have been approved in advance by The Client in writing and that claims for paying such expenses shall be submitted to the Client with supporting receipts or equivalent documents. The Consultant shall from time-to-time and as needed, provide the Client with a budget of anticipated out-of-pocket costs. The Client shall attempt to approve and pay these costs in advance whenever necessary and requested by the Consultant in writing. Out-of-pocket costs not paid in advance shall be included in additional monthly invoices issued by the consultant to the Client.

**TERMINATION**

This Agreement may be terminated at any time by either party, without cause assigned, by providing three (3) months advance written notice to the other party. Upon written agreement between the Client and the Consultant, this Agreement may be terminated, amended, replaced, extended or renewed in manners both parties deem fit and proper.

Termination of this contract for any reason should not affect:

- i. Either party's accrued rights, remedies or liabilities including payments due at the effective date of termination; or





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- ii. The coming into force or the continuance in force of any provision of the contract which is expressly or by implication intended to come into or continue in force on or after termination.

### LIMITED LIABILITY

The Client indemnifies the Consultant against all proceedings, claims, threatened claims, losses, damages and expenses (including costs of judgments, settlements, court costs, and attorney fees and costs), regardless of the outcome of such claims or actions, arising out of or relating in any way, directly or indirectly, to any allegedly negligent or wrongful act or omission of the Client, including but not limited to any delay by the Client in approving any work or payment of fees or out-of-pocket costs under this Agreement, or which is based upon or is in connection with any information, representation, reports, data and materials supplied, prepared or approved in writing by the Client.

Any property or information made available by the Client to the Consultant for the purposes of demonstration or publicity or for any other purpose arising from or in connection with this Agreement shall be and at all times remain at the sole and entire risk of the Client, and the Consultant shall not be subject to any liability for the credibility of its content.

Consultant shall have no liability to Client for any loss, damage, costs, expenses or other claims for compensation arising from any material or instructions supplied by Client which are incomplete, incorrect, inaccurate, illegible, out of sequence or in the wrong form, or arising from their late arrival or non-arrival, or any other fault of Client, provided Consultant has duly notified Client within *three (3)* days of receipt of such material or instructions.

### FORCE MAJEURE

"*Force majeure*" means war, emergency, accident, fire, earthquake, flood, storm, industrial strike or other impediment which the affected party proves was beyond its control and that it could not reasonably be expected to have taken the impediment into account at the time of the conclusion of the contract or to have avoided or overcome it or its consequences.

- i. A party affected by *force majeure* shall not be deemed to be in breach of the contract, or otherwise be liable to the other, by reason of any delay in performance, or the non-performance, of any of its obligations under this contract to the extent that the delay or non-performance is due to any *force majeure* of which it has notified the other party in accordance with the Notification clause of this contract.
- ii. The time for performance of that obligation should be extended accordingly, subject to section iv below.





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- iii. If any *force majeure* occurs in relation to either party which affects or is likely to affect the performance of any of its obligations under the contract, it shall notify the other party within a reasonable time as to the nature and extent of the circumstances in question and their effect on its ability to perform.
- iv. If the performance by either party of any of its obligations under this contract is prevented or delayed by *force majeure* for a continuous period in excess of three months, the other party shall be entitled to terminate this contract by giving written notice to the party affected by the *force majeure*.

**NOTICES**

Any notice under this Agreement shall be in writing (which may include email), and may be served by sending to the address of the other party as specified herein, as noted below in a manner that ensures receipt of the notice can be confirmed.

- i. For Client: China-United States Exchange Foundation, Attn: Mr. Alan Wong, 20/F Yardley Commercial Building, No. 3 Connaught Rd West, Sheung Wan, Hong Kong; email: [alan.wong@cusef.org.hk](mailto:alan.wong@cusef.org.hk)
- ii. For Consultant: Wilson Global Communications, Attn: Ms. Julia A. Wilson, CEO, 1701 Pennsylvania Ave., NW, 2<sup>nd</sup> Floor, Washington, D.C. 20006; email: [jwilson@wilsonglobalcomm.com](mailto:jwilson@wilsonglobalcomm.com)

Signed by the authorized representatives:

Mr. Alan Wong

Ms. Julia A. Wilson

Executive Director  
China – United States Exchange Foundation

Chief Executive Officer and Founder  
Wilson Global Communications, LLC

January 1, 2018

January 1, 2018

