

# Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except black lung benefit trust or private foundation)

The organization may have to use a copy of this return to satisfy state reporting requirements.

**A** For the 2002 calendar year, or tax year period beginning **JUL 1, 2002** and ending **JUN 30, 2003**

<b>B</b> Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	Please use IRS label or print or type See Specific Instructions	<b>C</b> Name of organization <b>INTERNATIONAL INSTITUTE OF RHODE ISLAND, INC.</b>	<b>D</b> Employer identification number <b>05-0258886</b>	
		Number and street (or P.O. box if mail is not delivered to street address) <b>645 ELMWOOD AVENUE</b>	Room/suite _____	<b>E</b> Telephone number <b>(401) 461-5940</b>
		City or town, state or country, and ZIP + 4 <b>PROVIDENCE, RI 02907</b>	<b>F</b> Accounting method <input type="checkbox"/> Other (specify) _____ <input checked="" type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual	

Section 501(c)(3) organizations and 4947(a)(1) nonexempt charitable trusts must attach a completed Schedule A (Form 990 or 990-EZ).

H and I are not applicable to section 527 organizations

H(a) Is this a group return for affiliates?  Yes  No

H(b) If "Yes," enter number of affiliates \_\_\_\_\_

H(c) Are all affiliates included? **N/A**  Yes  No (If "No," attach a list.)

H(d) Is this a separate return filed by an organization covered by a group ruling?  Yes  No

I Enter 4-digit GEN \_\_\_\_\_

M Check  if the organization is not required to attach Sch. B (Form 990, 990-EZ, or 990-PF).

**G** Web site: **WWW.IIRI.ORG**

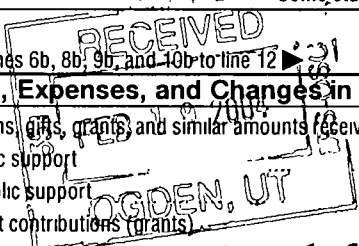
**J** Organization type (check only one)  501(c) ( 3 ) (insert no)  4947(a)(1) or  527

**K** Check here  if the organization's gross receipts are normally not more than \$25,000. The organization need not file a return with the IRS; but if the organization received a Form 990 Package in the mail, it should file a return without financial data. **Some states require a complete return.**

**L** Gross receipts: Add lines 6b, 8b, 9b, and 10b to line 12 **2,585,340.**

**Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances**

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Revenue	1	Contributions, gifts, grants, and similar amounts received:				
	a	Direct public support	1a	715,931.		
	b	Indirect public support	1b	145,345.		
	c	Government contributions (grants)	1c	771,437.		
	d	Total (add lines 1a through 1c) (cash \$ <u>1,632,713.</u> noncash \$ _____)	1d		1,632,713.	
	2	Program service revenue including government fees and contracts (from Part VII, line 93)	2		595,108.	
	3	Membership dues and assessments	3			
	4	Interest on savings and temporary cash investments	4		36,786.	
	5	Dividends and interest from securities	5			
	6a	Gross rents <b>SEE STATEMENT 1</b>	6a	19,700.		
	b	Less: rental expenses	6b			
	6c	Net rental income or (loss) (subtract line 6b from line 6a)	6c		19,700.	
7	Other investment income (describe _____)	7				
Revenue	8a	Gross amount from sale of assets other than inventory	(A) Securities		(B) Other	
			283,213.	8a		
	b	Less: cost or other basis and sales expenses	364,802.	8b	1,833.	
	c	Gain or (loss) (attach schedule)	<81,589.>	8c	<1,833.>	
d	Net gain or (loss) (combine line 8c, columns (A) and (B)) <b>STMT 2</b>	8d		<83,422.>		
Revenue	9	Special events and activities (attach schedule)				
	a	Gross revenue (not including \$ <u>75,757.</u> of contributions reported on line 1a)	9a	17,820.		
	b	Less: direct expenses other than fundraising expenses	9b	21,356.		
	c	Net income or (loss) from special events (subtract line 9b from line 9a) <b>SEE STATEMENT 4</b>	9c		<3,536.>	
Revenue	10a	Gross sales of inventory, less returns and allowances	10a			
	b	Less: cost of goods sold	10b			
	c	Gross profit or (loss) from sales of inventory (attach schedule) (subtract line 10b from line 10a)	10c			
11	Other revenue (from Part VII, line 103)	11				
12	<b>Total revenue</b> (add lines 1d, 2, 3, 4, 5, 6c, 7, 8d, 9c, 10c, and 11)	12		2,197,349.		
Expenses	13	Program services (from line 44, column (B))	13		1,933,163.	
	14	Management and general (from line 44, column (C))	14		447,915.	
	15	Fundraising (from line 44, column (D))	15		188,032.	
	16	Payments to affiliates (attach schedule)	16			
	17	<b>Total expenses</b> (add lines 16 and 44, column (A))	17		2,569,110.	
Net Assets	18	Excess or (deficit) for the year (subtract line 17 from line 12)	18		<371,761.>	
	19	Net assets or fund balances at beginning of year (from line 73, column (A))	19		3,381,093.	
	20	Other changes in net assets or fund balances (attach explanation) <b>SEE STATEMENT 5</b>	20		65,283.	
	21	Net assets or fund balances at end of year (combine lines 18, 19, and 20)	21		3,074,615.	

INTERNATIONAL INSTITUTE  
OF RHODE ISLAND, INC.

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**Part II Statement of Functional Expenses** All organizations must complete column (A). Columns (B), (C), and (D) are required for section 501(c)(3) and (4) organizations and section 4947(a)(1) nonexempt charitable trusts but optional for others. Page 2

Do not include amounts reported on line 6b, 8b, 9b, 10b, or 16 of Part I.		(A) Total	(B) Program services	(C) Management and general	(D) Fundraising
22	Grants and allocations (attach schedule) cash \$ _____ noncash \$ _____	22			
23	Specific assistance to individuals (attach schedule)	23	100,630.	100,630.	STATEMENT 8
24	Benefits paid to or for members (attach schedule)	24			
25	Compensation of officers, directors, etc.	25	74,156.	0.	52,969. 21,187.
26	Other salaries and wages	26	1,179,339.	947,885.	125,216. 106,238.
27	Pension plan contributions	27	28,781.	23,103.	3,930. 1,748.
28	Other employee benefits	28	163,533.	133,554.	14,173. 15,806.
29	Payroll taxes	29	138,753.	105,716.	19,556. 13,481.
30	Professional fundraising fees	30			
31	Accounting fees	31	20,000.		20,000.
32	Legal fees	32			
33	Supplies	33	65,270.	58,364.	5,840. 1,066.
34	Telephone	34	37,727.	29,369.	5,774. 2,584.
35	Postage and shipping	35	7,036.	4,728.	980. 1,328.
36	Occupancy	36	141,856.	101,028.	31,406. 9,422.
37	Equipment rental and maintenance	37	8,048.	616.	6,232. 1,200.
38	Printing and publications	38	40,708.	31,897.	3,683. 5,128.
39	Travel	39	10,437.	8,427.	1,931. 79.
40	Conferences, conventions, and meetings	40	32,358.	26,649.	4,320. 1,389.
41	Interest	41	29.		29.
42	Depreciation, depletion, etc. (attach schedule)	42	125,114.	108,849.	12,511. 3,754.
43	Other expenses not covered above (itemize):				
a	_____	43a			
b	_____	43b			
c	_____	43c			
d	_____	43d			
e	SEE STATEMENT 6	43e	395,335.	252,348.	139,365. 3,622.
44	Total functional expenses (add lines 22 through 43) Organizations completing columns (B)-(D), carry these totals to lines 13-15	44	2,569,110.	1,933,163.	447,915. 188,032.

Joint Costs Check  if you are following SOP 98-2.  
Are any joint costs from a combined educational campaign and fundraising solicitation reported in (B) Program services?  Yes  No  
If "Yes," enter (i) the aggregate amount of these joint costs \$ \_\_\_\_\_ ; (i) the amount allocated to Program services \$ \_\_\_\_\_ ;  
(iii) the amount allocated to Management and general \$ \_\_\_\_\_ ; and (iv) the amount allocated to Fundraising \$ \_\_\_\_\_

**Part III Statement of Program Service Accomplishments**

What is the organization's primary exempt purpose? <b>SEE STATEMENT 7</b>		Program Service Expenses (Required for 501(c)(3) and (4) orgs. and 4947(a)(1) trusts, but optional for others.)
All organizations must describe their exempt purpose achievements in a clear and concise manner. State the number of clients served, publications issued, etc. Discuss achievements that are not measurable (Section 501(c)(3) and (4) organizations and 4947(a)(1) nonexempt charitable trusts must also enter the amount of grants and allocations to others.)		
a	<b>SOCIAL SERVICES-ASSISTING IMMIGRANTS AND REFUGEES TO SUCCESSFULLY RESETTLE AND BECOME SELF RELIANT BY PROVIDING IMMIGRATION AND NATURALIZATION SERVICES, COUNSELING SERVICES, AND RESETTLEMENT ASSISTANCE.</b> (Grants and allocations \$ _____)	1,271,004.
b	<b>EDUCATION SERVICES-INSTRUCTION IN ENGLISH TO NON-ENGLISH SPEAKING PEOPLE FOR BASIC SOCIAL FUNCTION EDUCATION AND JOB PLACEMENT. ALSO PROVIDES INTENSIVE ENGLISH LANGUAGE CLASSES AND TRAINING PROGRAMS.</b> (Grants and allocations \$ _____)	662,159.
c	_____ (Grants and allocations \$ _____)	
d	_____ (Grants and allocations \$ _____)	
e	Other program services (attach schedule) (Grants and allocations \$ _____)	
f	<b>Total of Program Service Expenses (should equal line 44, column (B), Program services)</b>	<b>1,933,163.</b>

**Part IV Balance Sheets**

Note: Where required, attached schedules and amounts within the description column should be for end-of-year amounts only.

		(A) Beginning of year		(B) End of year	
<b>Assets</b>	45 Cash - non-interest-bearing	442,157.	45	287,519.	
	46 Savings and temporary cash investments		46		
	47 a Accounts receivable	47a 204,621.			
	b Less: allowance for doubtful accounts	47b	47c	204,621.	
	48 a Pledges receivable	48a 177,369.			
	b Less: allowance for doubtful accounts	48b	48c	177,369.	
	49 Grants receivable	333,161.	49	175,300.	
	50 Receivables from officers, directors, trustees, and key employees		50		
	51 a Other notes and loans receivable	51a			
	b Less: allowance for doubtful accounts	51b	51c		
	52 Inventories for sale or use		52		
	53 Prepaid expenses and deferred charges	40,125.	53	17,413.	
	54 Investments - securities <b>STMT 9</b>	<input type="checkbox"/> Cost <input checked="" type="checkbox"/> FMV	1,116,900.	54	1,122,025.
	55 a Investments - land, buildings, and equipment: basis	55a			
b Less: accumulated depreciation	55b	55c			
56 Investments - other		56			
57 a Land, buildings, and equipment: basis	57a 1,956,063.				
b Less: accumulated depreciation	57b 609,860.	1,354,264.	57c	1,346,203.	
58 Other assets (describe ▶ _____)		58			
<b>59 Total assets</b> (add lines 45 through 58) (must equal line 74)		3,564,892.	59	3,330,450.	
<b>Liabilities</b>	60 Accounts payable and accrued expenses	141,762.	60	227,123.	
	61 Grants payable		61		
	62 Deferred revenue	42,037.	62	28,712.	
	63 Loans from officers, directors, trustees, and key employees		63		
	64 a Tax-exempt bond liabilities		64a		
	b Mortgages and other notes payable		64b		
	65 Other liabilities (describe ▶ _____)		65		
<b>66 Total liabilities</b> (add lines 60 through 65)		183,799.	66	255,835.	
<b>Net Assets or Fund Balances</b>	<b>Organizations that follow SFAS 117, check here</b> <input checked="" type="checkbox"/> <b>and complete lines 67 through 69 and lines 73 and 74.</b>				
	67 Unrestricted	2,750,581.	67	2,659,990.	
	68 Temporarily restricted	420,232.	68	201,561.	
	69 Permanently restricted	210,280.	69	213,064.	
	<b>Organizations that do not follow SFAS 117, check here</b> <input type="checkbox"/> <b>and complete lines 70 through 74.</b>				
	70 Capital stock, trust principal, or current funds		70		
	71 Paid-in or capital surplus, or land, building, and equipment fund		71		
	72 Retained earnings, endowment, accumulated income, or other funds		72		
	<b>73 Total net assets or fund balances</b> (add lines 67 through 69 or lines 70 through 72; column (A) must equal line 19; column (B) must equal line 21)		3,381,093.	73	3,074,615.
	<b>74 Total liabilities and net assets / fund balances</b> (add lines 66 and 73)		3,564,892.	74	3,330,450.

Form 990 is available for public inspection and, for some people, serves as the primary or sole source of information about a particular organization. How the public perceives an organization in such cases may be determined by the information presented on its return. Therefore, please make sure the return is complete and accurate and fully describes, in Part III, the organization's programs and accomplishments.



**INTERNATIONAL INSTITUTE  
OF RHODE ISLAND, INC.**

Form 990 (2002)

05-0258886

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**Part VI Other Information**

		Yes	No
76 Did the organization engage in any activity not previously reported to the IRS? If "Yes," attach a detailed description of each activity	76		X
77 Were any changes made in the organizing or governing documents but not reported to the IRS? If "Yes," attach a conformed copy of the changes.	77	X	
78 a Did the organization have unrelated business gross income of \$1,000 or more during the year covered by this return?	78a		X
b If "Yes," has it filed a tax return on Form 990-T for this year?	78b		N/A
79 Was there a liquidation, dissolution, termination, or substantial contraction during the year? If "Yes," attach a statement	79		X
80 a Is the organization related (other than by association with a statewide or nationwide organization) through common membership, governing bodies, trustees, officers, etc., to any other exempt or nonexempt organization?	80a	X	
b If "Yes," enter the name of the organization <b>▶ INTERNATIONAL CHARTER SCHOOL</b> and check whether it is <input type="checkbox"/> exempt or <input checked="" type="checkbox"/> nonexempt.			
81 a Enter direct or indirect political expenditures. See line 81 instructions	81a		0.
b Did the organization file Form 1120-POL for this year?	81b		X
82 a Did the organization receive donated services or the use of materials, equipment, or facilities at no charge or at substantially less than fair rental value?	82a		X
b If "Yes," you may indicate the value of these items here. Do not include this amount as revenue in Part I or as an expense in Part II. (See instructions in Part III.)	82b		N/A
83 a Did the organization comply with the public inspection requirements for returns and exemption applications?	83a	X	
b Did the organization comply with the disclosure requirements relating to quid pro quo contributions?	83b	X	
84 a Did the organization solicit any contributions or gifts that were not tax deductible?	84a		X
b If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?	84b		N/A
85 501(c)(4), (5), or (6) organizations. a Were substantially all dues nondeductible by members?	85a		N/A
b Did the organization make only in-house lobbying expenditures of \$2,000 or less? If "Yes" was answered to either 85a or 85b, do not complete 85c through 85h below unless the organization received a waiver for proxy tax owed for the prior year.	85b		N/A
c Dues, assessments, and similar amounts from members	85c		N/A
d Section 162(e) lobbying and political expenditures	85d		N/A
e Aggregate nondeductible amount of section 6033(e)(1)(A) dues notices	85e		N/A
f Taxable amount of lobbying and political expenditures (line 85d less 85e)	85f		N/A
g Does the organization elect to pay the section 6033(e) tax on the amount on line 85f?	85g		N/A
h If section 6033(e)(1)(A) dues notices were sent, does the organization agree to add the amount on line 85f to its reasonable estimate of dues allocable to nondeductible lobbying and political expenditures for the following tax year?	85h		N/A
86 501(c)(7) organizations. Enter: a Initiation fees and capital contributions included on line 12	86a		N/A
b Gross receipts, included on line 12, for public use of club facilities	86b		N/A
87 501(c)(12) organizations. Enter: a Gross income from members or shareholders	87a		N/A
b Gross income from other sources. (Do not net amounts due or paid to other sources against amounts due or received from them.)	87b		N/A
88 At any time during the year, did the organization own a 50% or greater interest in a taxable corporation or partnership, or an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? If "Yes," complete Part IX	88		X
89 a 501(c)(3) organizations. Enter: Amount of tax imposed on the organization during the year under: section 4911 ▶ 0.; section 4912 ▶ 0.; section 4955 ▶ 0.			
b 501(c)(3) and 501(c)(4) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year or did it become aware of an excess benefit transaction from a prior year? If "Yes," attach a statement explaining each transaction	89b		X
c Enter: Amount of tax imposed on the organization managers or disqualified persons during the year under sections 4912, 4955, and 4958			▶ 0.
d Enter: Amount of tax on line 89c, above, reimbursed by the organization			▶ 0.
90 a List the states with which a copy of this return is filed <b>▶ NONE</b>			
b Number of employees employed in the pay period that includes March 12, 2002	90b		52
91 The books are in care of <b>▶ PAT HASKELL, FISCAL DIRECTOR</b> Telephone no. <b>▶ 401-461-5940</b>			
Located at <b>▶ 645 ELMWOOD AVENUE, PROVIDENCE, RI</b> ZIP + 4 <b>▶ 02907</b>			
92 Section 4947(a)(1) nonexempt charitable trusts filing Form 990 in lieu of Form 1041- Check here and enter the amount of tax-exempt interest received or accrued during the tax year	92		N/A

223041  
01-22-03

Form 990 (2002)

**Part VII Analysis of Income-Producing Activities** (See page 31 of the instructions.)

	Unrelated business income		Excluded by section 512, 513, or 514		(E) Related or exempt function income
	(A) Business code	(B) Amount	(C) Exclu- sion code	(D) Amount	
<b>93</b> Program service revenue:					
<b>a</b> <u>FEES AND SERVICES</u>					595,108.
<b>b</b> _____					
<b>c</b> _____					
<b>d</b> _____					
<b>e</b> _____					
<b>f</b> Medicare/Medicaid payments					
<b>g</b> Fees and contracts from government agencies					
<b>94</b> Membership dues and assessments					
<b>95</b> Interest on savings and temporary cash investments			14	36,786.	
<b>96</b> Dividends and interest from securities					
<b>97</b> Net rental income or (loss) from real estate:					
<b>a</b> debt-financed property					
<b>b</b> not debt-financed property			16	19,700.	
<b>98</b> Net rental income or (loss) from personal property					
<b>99</b> Other investment income					
<b>100</b> Gain or (loss) from sales of assets other than inventory			18	<83,422.>	
<b>101</b> Net income or (loss) from special events			01	<3,536.>	
<b>102</b> Gross profit or (loss) from sales of inventory					
<b>103</b> Other revenue:					
<b>a</b> _____					
<b>b</b> _____					
<b>c</b> _____					
<b>d</b> _____					
<b>e</b> _____					
<b>104</b> Subtotal (add columns (B), (D), and (E))		0.		<30,472.>	595,108.
<b>105</b> Total (add line 104, columns (B), (D), and (E))					564,636.

Note: Line 105 plus line 1d, Part I, should equal the amount on line 12, Part I.

**Part VIII Relationship of Activities to the Accomplishment of Exempt Purposes** (See page 32 of the instructions.)

Line No.	Explain how each activity for which income is reported in column (E) of Part VII contributed importantly to the accomplishment of the organization's exempt purposes (other than by providing funds for such purposes).
93A	REVENUE ENABLES THE ORGANIZATION TO ASSIST IMMIGRANTS AND REFUGEES WITH RESETTLEMENT IN A NEW SOCIETY AND PROVIDES THEM WITH A BETTER UNDERSTANDING OF THE ENGLISH LANGUAGE, WHICH ENABLES THEM TO BECOME SELF-RELIANT AND PREPARES THEM TO BE ABLE TO ENTER THE WORKFORCE.

**Part IX Information Regarding Taxable Subsidiaries and Disregarded Entities** (See page 32 of the instructions.)

(A) Name, address, and EIN of corporation, partnership, or disregarded entity	(B) Percentage of ownership interest	(C) Nature of activities	(D) Total income	(E) End-of-year assets
N/A	%			
	%			
	%			
	%			

**Part X Information Regarding Transfers Associated with Personal Benefit Contracts** (See page 33 of the instructions.)

- (a) Did the organization, during the year, receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?  Yes  No
- (b) Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?  Yes  No

Note: If "Yes" to (b), file Form 8870 and Form 4720 (see instructions).

accompanying schedules and statements, and to the best of my knowledge and belief, it is true,  
information of which preparer has any knowledge

2/13/04 ▶ William Shuey, Exec Dir  
Date Type or print name and title

6/6/04 Check if self-  
Date Preparer's SSN or PTIN

**SCHEDULE A**  
**(Form 990 or 990-EZ)**

**Organization Exempt Under Section 501(c)(3)**

OMB No 1545-0047

(Except Private Foundation) and Section 501(e), 501(f), 501(k),  
501(n), or Section 4947(a)(1) Nonexempt Charitable Trust

**2002**

Department of the Treasury  
Internal Revenue Service

**Supplementary Information-(See separate instructions.)**

▶ **MUST be completed by the above organizations and attached to their Form 990 or 990-EZ**

Name of the organization **INTERNATIONAL INSTITUTE OF RHODE ISLAND, INC.** Employer identification number **05 0258886**

**Part I Compensation of the Five Highest Paid Employees Other Than Officers, Directors, and Trustees**

(See page 1 of the instructions. List each one. If there are none, enter "None.")

(a) Name and address of each employee paid more than \$50,000	(b) Title and average hours per week devoted to position	(c) Compensation	(d) Contributions to employee benefit plans & deferred compensation	(e) Expense account and other allowances
<u>PAM POMFRET</u> ----- 645 ELMWOOD AVENUE, PROVIDENCE, RI	DIR DEVL COMM 40	55,322.	9,092.	
<u>LAMIN SARR</u> ----- 645 ELMWOOD AVENUE, PROVIDENCE, RI	DEP EX DIR 40	54,545.	4,347.	
<u>NAZNEEN RAHMAN</u> ----- 645 ELMWOOD AVENUE, PROVIDENCE, RI	DIR ED SERV 40	53,818.	8,417.	
<u>SUSANA TORRES-MONTES</u> ----- 645 ELMWOOD AVENUE, PROVIDENCE, RI	DIR TRS INTR 40	53,087.	7,051.	
<u>CARL KRUGER</u> ----- 645 ELMWOOD AVENUE, PROVIDENCE, RI	IMM ATTORNEY 40	52,756.	9,015.	
Total number of other employees paid over \$50,000 ▶	0			

**Part II Compensation of the Five Highest Paid Independent Contractors for Professional Services**

(See page 2 of the instructions. List each one (whether individuals or firms). If there are none, enter "None.")

(a) Name and address of each independent contractor paid more than \$50,000	(b) Type of service	(c) Compensation
<u>KATHARINE G. ESTES, CPA</u> ----- 54 PHILLIPS STREET, WICKFORD, RI 02852	ACCOUNTING SERVICES	74,123.
----- ----- ----- ----- -----		
Total number of others receiving over \$50,000 for professional services ▶	0	

**Part III Statements About Activities** (See page 2 of the instructions.)

	Yes	No
<p>1 During the year, has the organization attempted to influence national, state, or local legislation, including any attempt to influence public opinion on a legislative matter or referendum? If "Yes," enter the total expenses paid or incurred in connection with the lobbying activities ► \$ _____ \$ _____ (Must equal amounts on line 38, Part VI-A, or line i of Part VI-B.)</p> <p>Organizations that made an election under section 501(h) by filing Form 5768 must complete Part VI-A. Other organizations checking "Yes," must complete Part VI-B AND attach a statement giving a detailed description of the lobbying activities.</p>	1	X
<p>2 During the year, has the organization, either directly or indirectly, engaged in any of the following acts with any substantial contributors, trustees, directors, officers, creators, key employees, or members of their families, or with any taxable organization with which any such person is affiliated as an officer, director, trustee, majority owner, or principal beneficiary? (If the answer to any question is "Yes," attach a detailed statement explaining the transactions ) <b>SEE STATEMENT 13</b></p> <p>a Sale, exchange, or leasing of property?</p>	2a	X
<p>b Lending of money or other extension of credit?</p>	2b	X
<p>c Furnishing of goods, services, or facilities?</p>	2c	X
<p>d Payment of compensation (or payment or reimbursement of expenses if more than \$1,000)? <b>SEE PART V, FORM 990</b></p>	2d	X
<p>e Transfer of any part of its income or assets?</p>	2e	X
<p>3 Does the organization make grants for scholarships, fellowships, student loans, etc.? (See Note below.)</p>	3	X
<p>4 Do you have a section 403(b) annuity plan for your employees?</p>	4	X

**Note:** Attach a statement to explain how the organization determines that individuals or organizations receiving grants or loans from it in furtherance of its charitable programs "qualify" to receive payments.

**Part IV Reason for Non-Private Foundation Status** (See pages 3 through 5 of the instructions.)

The organization is not a private foundation because it is: (Please check only ONE applicable box.)

- 5  A church, convention of churches, or association of churches. Section 170(b)(1)(A)(i).
- 6  A school. Section 170(b)(1)(A)(ii). (Also complete Part V.)
- 7  A hospital or a cooperative hospital service organization. Section 170(b)(1)(A)(iii).
- 8  A Federal, state, or local government or governmental unit. Section 170(b)(1)(A)(v).
- 9  A medical research organization operated in conjunction with a hospital. Section 170(b)(1)(A)(iii). Enter the hospital's name, city, and state ► \_\_\_\_\_
- 10  An organization operated for the benefit of a college or university owned or operated by a governmental unit. Section 170(b)(1)(A)(iv). (Also complete the **Support Schedule** in Part IV-A.)
- 11a  An organization that normally receives a substantial part of its support from a governmental unit or from the general public. Section 170(b)(1)(A)(v). (Also complete the **Support Schedule** in Part IV-A.)
- 11b  A community trust. Section 170(b)(1)(A)(v). (Also complete the **Support Schedule** in Part IV-A.)
- 12  An organization that normally receives: (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its charitable, etc., functions - subject to certain exceptions, and (2) no more than 33 1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See section 509(a)(2). (Also complete the **Support Schedule** in Part IV-A.)
- 13  An organization that is not controlled by any disqualified persons (other than foundation managers) and supports organizations described in: (1) lines 5 through 12 above; or (2) section 501(c)(4), (5), or (6), if they meet the test of section 509(a)(2). (See section 509(a)(3).)

Provide the following information about the supported organizations. (See page 5 of the instructions.)

(a) Name(s) of supported organization(s)	(b) Line number from above

- 14  An organization organized and operated to test for public safety. Section 509(a)(4). (See page 5 of the instructions.)

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**Part IV-A Support Schedule** (Complete only if you checked a box on line 10, 11, or 12.) Use cash method of accounting.  
 Note: You may use the worksheet in the instructions for converting from the accrual to the cash method of accounting

Calendar year (or fiscal year beginning in)	(a) 2001	(b) 2000	(c) 1999	(d) 1998	(e) Total
15 Gifts, grants, and contributions received. (Do not include unusual grants. See line 28.)	1,742,449.	1,420,163.	1,144,674.	960,145.	5,267,431.
16 Membership fees received					
17 Gross receipts from admissions, merchandise sold or services performed, or furnishing of facilities in any activity that is related to the organization's charitable, etc., purpose	602,227.	662,639.	520,030.	673,000.	2,457,896.
18 Gross income from interest, dividends, amounts received from payments on securities loans (section 512(a)(5)), rents, royalties, and unrelated business taxable income (less section 511 taxes) from businesses acquired by the organization after June 30, 1975	63,628.	79,105.	72,863.	68,949.	284,545.
19 Net income from unrelated business activities not included in line 18					
20 Tax revenues levied for the organization's benefit and either paid to it or expended on its behalf					
21 The value of services or facilities furnished to the organization by a governmental unit without charge. Do not include the value of services or facilities generally furnished to the public without charge					
22 Other income. Attach a schedule. Do not include gain or (loss) from sale of capital assets	23,068.	11,391.	SEE STATEMENT 14 149,726.	134,440.	318,625.
23 Total of lines 15 through 22	2,431,372.	2,173,298.	1,887,293.	1,836,534.	8,328,497.
24 Line 23 minus line 17	1,829,145.	1,510,659.	1,367,263.	1,163,534.	5,870,601.
25 Enter 1% of line 23	24,314.	21,733.	18,873.	18,365.	
26 Organizations described on lines 10 or 11: a Enter 2% of amount in column (e), line 24					26a 117,412.
b Prepare a list for your records to show the name of and amount contributed by each person (other than a governmental unit or publicly supported organization) whose total gifts for 1998 through 2001 exceeded the amount shown in line 26a. Do not file this list with your return. Enter the sum of all these excess amounts					26b 785,819.
c Total support for section 509(a)(1) test: Enter line 24, column (e)					26c 5,870,601.
d Add: Amounts from column (e) for lines: 18 284,545. 19 _____ 22 318,625. 26b 785,819.					26d 1,388,989.
e Public support (line 26c minus line 26d total)					26e 4,481,612.
f Public support percentage (line 26e (numerator) divided by line 26c (denominator))					26f 76.3399%
27 Organizations described on line 12: a For amounts included in lines 15, 16, and 17 that were received from a "disqualified person," prepare a list for your records to show the name of, and total amounts received in each year from, each "disqualified person." Do not file this list with your return. Enter the sum of such amounts for each year: N/A					
(2001) (2000) (1999) (1998)					
b For any amount included in line 17 that was received from each person (other than "disqualified persons"), prepare a list for your records to show the name of, and amount received for each year, that was more than the larger of (1) the amount on line 25 for the year or (2) \$5,000. (Include in the list organizations described in lines 5 through 11, as well as individuals.) Do not file this list with your return. After computing the difference between the amount received and the larger amount described in (1) or (2), enter the sum of these differences (the excess amounts) for each year: N/A					
(2001) (2000) (1999) (1998)					
c Add: Amounts from column (e) for lines: 15 _____ 16 _____ 17 _____ 20 _____ 21 _____					27c N/A
d Add: Line 27a total _____ and line 27b total _____					27d N/A
e Public support (line 27c total minus line 27d total)					27e N/A
f Total support for section 509(a)(2) test: Enter amount on line 23, column (e)					27f N/A
g Public support percentage (line 27e (numerator) divided by line 27f (denominator))					27g N/A %
h Investment income percentage (line 18, column (e) (numerator) divided by line 27f (denominator))					27h N/A %

28 Unusual Grants: For an organization described in line 10, 11, or 12 that received any unusual grants during 1998 through 2001, prepare a list for your records to show, for each year, the name of the contributor, the date and amount of the grant, and a brief description of the nature of the grant. Do not file this list with your return. Do not include these grants in line 15.

Part V Private School Questionnaire (See page 7 of the instructions.)

N/A

(To be completed ONLY by schools that checked the box on line 6 in Part IV)

		Yes	No
29	Does the organization have a racially nondiscriminatory policy toward students by statement in its charter, bylaws, other governing instrument, or in a resolution of its governing body?		
30	Does the organization include a statement of its racially nondiscriminatory policy toward students in all its brochures, catalogues, and other written communications with the public dealing with student admissions, programs, and scholarships?		
31	Has the organization publicized its racially nondiscriminatory policy through newspaper or broadcast media during the period of solicitation for students, or during the registration period if it has no solicitation program, in a way that makes the policy known to all parts of the general community it serves? If "Yes," please describe; if "No," please explain. (If you need more space, attach a separate statement.)		
32	Does the organization maintain the following:		
a	Records indicating the racial composition of the student body, faculty, and administrative staff?	32a	
b	Records documenting that scholarships and other financial assistance are awarded on a racially nondiscriminatory basis?	32b	
c	Copies of all catalogues, brochures, announcements, and other written communications to the public dealing with student admissions, programs, and scholarships?	32c	
d	Copies of all material used by the organization or on its behalf to solicit contributions? If you answered "No" to any of the above, please explain. (If you need more space, attach a separate statement.)	32d	
33	Does the organization discriminate by race in any way with respect to:		
a	Students' rights or privileges?	33a	
b	Admissions policies?	33b	
c	Employment of faculty or administrative staff?	33c	
d	Scholarships or other financial assistance?	33d	
e	Educational policies?	33e	
f	Use of facilities?	33f	
g	Athletic programs?	33g	
h	Other extracurricular activities? If you answered "Yes" to any of the above, please explain. (If you need more space, attach a separate statement.)	33h	
34 a	Does the organization receive any financial aid or assistance from a governmental agency?	34a	
b	Has the organization's right to such aid ever been revoked or suspended? If you answered "Yes" to either 34a or b, please explain using an attached statement.	34b	
35	Does the organization certify that it has complied with the applicable requirements of sections 4.01 through 4.05 of Rev. Proc. 75-50, 1975-2 C.B. 587, covering racial nondiscrimination? If "No," attach an explanation	35	

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Schedule A (Form 990 or 990-EZ) 2002 OF RHODE ISLAND, INC.

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**Part VI-A Lobbying Expenditures by Electing Public Charities** (See page 9 of the instructions.)

N/A

(To be completed ONLY by an eligible organization that filed Form 5768)

Check  a if the organization belongs to an affiliated group.

Check  b if you checked "a" and "limited control" provisions apply.

Limits on Lobbying Expenditures (The term "expenditures" means amounts paid or incurred.)		(a) Affiliated group totals	(b) To be completed for ALL electing organizations
		N/A	
36	Total lobbying expenditures to influence public opinion (grassroots lobbying)	36	
37	Total lobbying expenditures to influence a legislative body (direct lobbying)	37	
38	Total lobbying expenditures (add lines 36 and 37)	38	
39	Other exempt purpose expenditures	39	
40	Total exempt purpose expenditures (add lines 38 and 39)	40	
41	Lobbying nontaxable amount. Enter the amount from the following table -	41	
If the amount on line 40 is -			
The lobbying nontaxable amount is -			
Not over \$500,000	20% of the amount on line 40		
Over \$500,000 but not over \$1,000,000	\$100,000 plus 15% of the excess over \$500,000		
Over \$1,000,000 but not over \$1,500,000	\$175,000 plus 10% of the excess over \$1,000,000		
Over \$1,500,000 but not over \$17,000,000	\$225,000 plus 5% of the excess over \$1,500,000		
Over \$17,000,000	\$1,000,000		
42	Grassroots nontaxable amount (enter 25% of line 41)	42	
43	Subtract line 42 from line 36. Enter -0- if line 42 is more than line 36	43	
44	Subtract line 41 from line 38. Enter -0- if line 41 is more than line 38	44	

Caution: If there is an amount on either line 43 or line 44, you must file Form 4720.

4-Year Averaging Period Under Section 501(h)

(Some organizations that made a section 501(h) election do not have to complete all of the five columns below. See the instructions for lines 45 through 50 on page 11 of the instructions.)

Calendar year (or fiscal year beginning in)	Lobbying Expenditures During 4-Year Averaging Period				N/A (e) Total
	(a) 2002	(b) 2001	(c) 2000	(d) 1999	
45	Lobbying nontaxable amount				0.
46	Lobbying ceiling amount (150% of line 45(e))				0.
47	Total lobbying expenditures				0.
48	Grassroots nontaxable amount				0.
49	Grassroots ceiling amount (150% of line 48(e))				0.
50	Grassroots lobbying expenditures				0.

**Part VI-B Lobbying Activity by Nonelecting Public Charities**

(For reporting only by organizations that did not complete Part VI-A) (See page 11 of the instructions.)

N/A

During the year, did the organization attempt to influence national, state or local legislation, including any attempt to influence public opinion on a legislative matter or referendum, through the use of:

- a Volunteers
- b Paid staff or management (Include compensation in expenses reported on lines c through h )
- c Media advertisements
- d Mailings to members, legislators, or the public
- e Publications, or published or broadcast statements
- f Grants to other organizations for lobbying purposes
- g Direct contact with legislators, their staffs, government officials, or a legislative body
- h Rallies, demonstrations, seminars, conventions, speeches, lectures, or any other means
- i Total lobbying expenditures (Add lines c through h.)

Yes	No	Amount
		0.

If "Yes" to any of the above, also attach a statement giving a detailed description of the lobbying activities.

Part VII Information Regarding Transfers To and Transactions and Relationships With Noncharitable Exempt Organizations (See page 12 of the instructions.)

51 Did the reporting organization directly or indirectly engage in any of the following with any other organization described in section 501(c) of the Code (other than section 501(c)(3) organizations) or in section 527, relating to political organizations?

a Transfers from the reporting organization to a noncharitable exempt organization of:

- (i) Cash
(ii) Other assets

b Other transactions:

- (i) Sales or exchanges of assets with a noncharitable exempt organization
(ii) Purchases of assets from a noncharitable exempt organization
(iii) Rental of facilities, equipment, or other assets
(iv) Reimbursement arrangements
(v) Loans or loan guarantees
(vi) Performance of services or membership or fundraising solicitations

c Sharing of facilities, equipment, mailing lists, other assets, or paid employees

d If the answer to any of the above is "Yes," complete the following schedule. Column (b) should always show the fair market value of the goods, other assets, or services given by the reporting organization. If the organization received less than fair market value in any transaction or sharing arrangement, show in column (d) the value of the goods, other assets, or services received:

Table with 3 columns: Question, Yes, No. Rows include 51a(i), a(ii), b(i), b(ii), b(iii), b(iv), b(v), b(vi), and c. All 'No' boxes are checked (X).

N/A

Table with 4 columns: (a) Line no., (b) Amount involved, (c) Name of noncharitable exempt organization, (d) Description of transfers, transactions, and sharing arrangements. The table is currently empty.

52 a Is the organization directly or indirectly affiliated with, or related to, one or more tax-exempt organizations described in section 501(c) of the Code (other than section 501(c)(3)) or in section 527?

Yes No (X) No

b If "Yes," complete the following schedule:

N/A

Table with 3 columns: (a) Name of organization, (b) Type of organization, (c) Description of relationship. The table is currently empty.

FORM 990	RENTAL INCOME	STATEMENT	1
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KIND AND LOCATION OF PROPERTY	ACTIVITY NUMBER	GROSS RENTAL INCOME
COMMERICAL: 645 ELMWOOD AVE., PROVIDENCE, RI	1	19,700.
TOTAL TO FORM 990, PART I, LINE 6A		19,700.

FORM 990	GAIN (LOSS) FROM PUBLICLY TRADED SECURITIES	STATEMENT	2
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DESCRIPTION	GROSS SALES PRICE	COST OR OTHER BASIS	EXPENSE OF SALE	NET GAIN OR (LOSS)
REALIZED LOSS ON SALE OF SECURITIES SEE ATTACHED	283,213.	364,802.0.		<81,589.>
TO FORM 990, PART I, LINE 8	283,213.	364,802.0.		<81,589.>



FORM 990	OTHER EXPENSES			STATEMENT 6
DESCRIPTION	(A) TOTAL	(B) PROGRAM SERVICES	(C) MANAGEMENT AND GENERAL	(D) FUNDRAISING
INSURANCE EXPENSE	14,129.10,153.		3,162.	814.
PROFESSIONAL FEES & INTERPRETERS DUES AND SUBSCRIPTIONS	337,961.	203,094.	132,861.2,006.	
MISCELLANEOUS	5,577.	4,999.	379.	199.
BAD DEBT	11,849.	8,283.	2,963.	603.
	25,819.25,819.			
TOTAL TO FM 990, LN 43	395,335.	252,348.	139,365.3,622.	

FORM 990	STATEMENT OF ORGANIZATION'S PRIMARY EXEMPT PURPOSE PART III	STATEMENT 7
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## EXPLANATION

TO PROVIDE IMMIGRANTS AND REFUGEES WITH EDUCATIONAL AND SOCIAL SERVICES TO ENABLE THEM TO BECOME SELF-RELIANT AND PRODUCTIVE MEMBERS OF SOCIETY.

FORM 990	SPECIFIC ASSISTANCE TO INDIVIDUALS	STATEMENT 8
DESCRIPTION		AMOUNT
MISCELLANEOUS ASSISTANCE		58,611.
ALLOWANCE ASSISTANCE		26,633.
FOOD, SHELTER AND CLOTHING FOR INDIGENTS, ETC.		13,637.
MEDICAL, DENTAL AND HOSPITAL EXPENSES PROVIDED		1,749.
TOTAL TO FORM 990, PART II, LINE 23		100,630.

FORM 990	NON-GOVERNMENT SECURITIES	STATEMENT	9
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SECURITY DESCRIPTION	CORPORATE STOCKS	CORPORATE BONDS	OTHER PUBLICLY TRADED SECURITIES	OTHER SECURITIES	TOTAL NON-GOV'T SECURITIES
COMMON STOCK	674,653.				674,653.
MUTUAL FUNDS	220,220.				220,220.
PREFERRED STOCK	105,630.				105,630.
INVESTMENTS-OTHER				121,522.	121,522.
TO 990, LN 54 COL B	1,000,503.			121,522.	1,122,025.

FORM 990	OTHER EXPENSES NOT INCLUDED ON FORM 990	STATEMENT	10
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DESCRIPTION	AMOUNT
LOSS ON DISPOSAL OF FIXED ASSETS	1,833.
TOTAL TO FORM 990, PART IV-B	1,833.

FORM 990	OTHER REVENUE INCLUDED ON FORM 990	STATEMENT	11
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DESCRIPTION	AMOUNT
INVESTMENT MANAGEMENT FEES	9,958.
LOSS ON DISPOSAL OF FIXED ASSETS	<1,833.>
TOTAL TO FORM 990, PART IV-A	8,125.

FORM 990	OTHER EXPENSES INCLUDED ON FORM 990	STATEMENT	12
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DESCRIPTION	AMOUNT
INVESTMENT MANAGEMENT FEES	9,958.
TOTAL TO FORM 990, PART IV-B	9,958.



## INTERNATIONAL INSTITUTE

PPE

FYE 6/30/03

Asset	Property Description	Date in Service	Cost	Method	Period	Prior Depreciation	FY 03 Depreciation	End Depreciation	Net Book Value
<b>Type: Building</b>									
	Building	12/30/93	274,527.00	S/L	40	59,337.02 (KLA)	6,863.18	65,200.20	209,326.81
<b>Type: Building Improvements</b>									
	Leasehold Improvement	6/30/1995	12,300.00	S/L	10	7,441.50	1,230.00	8,671.50	3,628.50
	Building Improvements	12/30/1993	903,336.37	S/L	40	191,958.98	22,583.41	214,542.39	688,793.98
	Building Improvements	12/30/1993	6,900.00	S/L	10	5,865.00	690.00	6,555.00	345.00
	Building Improvements	12/30/1994	2,754.37	S/L	10	2,065.79	275.44	2,341.23	413.14
	Building Improvements	12/30/1995	1,298.00	S/L	10	843.70	129.80	973.50	324.50
	Building Improvements	12/31/1996	3,020.00	S/L	10	1,660.59	302.00	1,962.59	1,057.41
	Building Improve-645 Elmwood	12/31/1997	81,000.00	S/L	10	36,438.90	8,100.00	44,538.90	36,461.10
	A/C Units	12/10/1998	7,428.00	S/L	10	2,599.80	742.80	3,342.60	4,085.40
	Windows	11/30/1999	111,561.14	S/L	40	7,321.20	2,789.03	10,110.23	101,450.91
	Architect Consult (Window)	11/1/2000	2,100.00	S/L	10	350.00	210.00	560.00	1,540.00
	Air Conditioning	1/1/2001	6,384.20	S/L	10	957.63	638.42	1,596.05	4,788.15
	Window Repair	2/1/2001	41,504.20	S/L	39	1,507.63	1,064.21	2,571.84	38,932.36
	Bathroom renovations	10/14/2001	29,675.00	S/L	10	2,225.63	2,967.50	5,193.13	24,481.87
	New floor	3/1/2002	14,200.00	S/L	10	473.33	1,420.00	1,893.33	12,306.67
	New roof	6/23/2002	59,431.90	S/L	10	-	6,943.19	5,943.19	53,488.71
	CDBG Renovations	7/1/2002	2,800.00	S/L	10	-	140.00	140.00	2,660.00
	CDBG Renovations	7/1/2002	1,042.61	S/L	10	-	52.13	52.13	990.48
	CDBG Renovations	8/15/2002	10,708.00	S/L	10	-	535.40	535.40	10,172.60
	CDBG Renovations	9/12/2002	19,350.00	S/L	10	-	967.50	967.50	18,382.50
	CDBG Renovations	9/18/2002	6,000.00	S/L	10	-	300.00	300.00	5,700.00
	CDBG Renovations	9/24/2002	1,500.00	S/L	10	-	75.00	75.00	1,425.00
	CDBG Renovations	10/10/2002	6,050.00	S/L	10	-	302.50	302.50	5,747.50
	CDBG Renovations	11/1/2002	700.00	S/L	10	-	35.00	35.00	665.00
	<b>SUBTOTAL</b>		<b>1,331,043.79</b>			<b>261,709.68 (KLA)</b>	<b>51,493.33</b>	<b>313,203.06 (KLA)</b>	<b>1,017,840.78</b>
<b>Type: Equipment &amp; Furniture</b>									
	Playground	4/14/1999	14,343.00	S/L	10	5,020.05	1,434.30	6,454.35	7,888.65
	Baker Fence	3/25/1999	3,625.00	S/L	10	1,268.75	362.50	1,631.25	1,993.75
	No Depr Antiques	12/31/1986	4,660.00	S/L	10	1,834.00	466.00	2,330.00	2,330.00
	Finger Print Machine	12/31/1994	559.40	S/L	5	559.40	-	559.40	-
	Polaroid Camera	12/31/1994	1,021.25	S/L	5	1,021.25	-	1,021.25	-
	City Lock Safes	12/31/1994	1,332.19	S/L	5	1,332.19	-	1,332.19	-
	1997 Additions	12/31/1996	5,958.05	S/L	10	3,276.14	595.81	3,871.95	2,086.11
	Gateway HP Laser	5/22/1998	799.00	S/L	5	656.71	142.29	799.00	-
	Gateway Monitor	5/22/1998	354.00	S/L	5	290.96	63.04	354.00	-
	Gateway 266 Pentium	5/22/1998	1,848.00	S/L	5	1,518.90	329.10	1,848.00	-
	1998 Office Equipment	12/31/1997	559.96	S/L	5	503.80	56.16	559.96	(0.00)
	Gateway 3 PC's	4/13/1999	7,621.00	S/L	3	7,621.00	-	7,621.00	-
	Systems & Solutions	5/14/1999	160.00	S/L	3	160.00	-	160.00	-
	Projection Unit	5/26/1999	4,040.44	S/L	3	4,040.44	-	4,040.44	-
	Laptop for Classroom	5/27/1999	2,467.24	S/L	3	2,467.24	-	2,467.24	-
	Case for Laptop	5/28/1999	59.99	S/L	3	59.99	-	59.99	-
	2 Epson Stylus Printer	5/28/1999	479.98	S/L	3	479.98	-	479.98	-
	24 Headphones	5/28/1999	240.00	S/L	3	240.00	-	240.00	-
	Scanner	5/28/1999	299.97	S/L	3	299.97	-	299.97	-
	Digital Camera	5/28/1999	599.99	S/L	3	599.99	-	599.99	-
	Camera Case	5/28/1999	34.88	S/L	3	34.88	-	34.88	-
	PC Loaded with Stylus	5/28/1999	2,504.00	S/L	3	2,504.00	-	2,504.00	-
	Tower Tec Workstation	6/1/1999	325.93	S/L	3	325.93	-	325.93	-
	HP Laser Printer	6/15/1999	859.97	S/L	3	859.97	-	859.97	-
	Electro Standards Install	6/15/1999	160.00	S/L	3	160.00	-	160.00	-
	New Oxford Picture	4/14/1999	1,048.95	S/L	3	1,048.95	-	1,048.95	-
	Hyper Studio Firsts	4/15/1999	823.00	S/L	3	823.00	-	823.00	-
	Power of Pronclation	4/15/1999	386.90	S/L	3	386.90	-	386.90	-
	AZAR English Grammer	4/15/1999	723.00	S/L	3	723.00	-	723.00	-
	Illuminatus	4/16/1999	254.00	S/L	3	254.00	-	254.00	-
	Winway Resume	5/26/1999	419.40	S/L	3	419.40	-	419.40	-
	Ellis	5/26/1999	2,294.76	S/L	3	2,294.76	-	2,294.76	-

INTERNATIONAL INSTITUTE

PPE

FYE 6/30/03

Asset	Property Description	Date in Service	Cost	Method	Period	Prior Depreciation	FY 03 Depreciation	End Depreciation	Net Book Value	
	HPLF4000TN Printer	4/12/1999	1,512.79	S/L	3	1,512.79		1,512.79		
	HPLJ2100TN Printer	4/12/1999	949.78	S/L	3	949.78		949.78		
	Electro Standards Install	11/6/1998	1,130.78	S/L	3	1,130.78		1,130.78		
	3 Gateway PC's	3/31/1999	7,014.00	S/L	3	7,014.00		7,014.00		
	HP Laser Printer	12/14/1998	830.43	S/L	3	830.43		830.43		
	Gateway PC	6/11/1999	1,633.00	S/L	3	1,633.00		1,633.00		
	3 Gateway PC's	6/29/1999	4,478.00	S/L	3	4,478.00		4,478.00		
	Dell 133 MHZ Computer	3/19/1999	1,529.00	S/L	3	1,529.00		1,529.00		
	Dell 333 MHZ Computer	9/22/1998	1,850.00	S/L	3	1,850.00		1,850.00		
	HP Laser Printer	12/16/1998	888.56	S/L	3	888.56		888.56		
	Accounting Software	10/28/1998	7,250.00	S/L	3	7,250.00		7,250.00		
	Paradime Software	9/10/1998	5,155.00	S/L	3	5,155.00		5,155.00		
	Gateway Laptop	9/30/1999	1,448.00	S/L	3	1,206.67	241.33	1,448.00	0.00	
	10 Gateway PC's	10/31/1999	16,314.00	S/L	3	13,595.00	2,719.00	16,314.00		
	Gateway Server	10/31/1999	5,268.00	S/L	3	4,390.00	878.00	5,268.00		
	Installation Network	12/31/1999	4,950.00	S/L	3	4,125.00	825.00	4,950.00		
	New Language Lab	1/31/2000	54,304.00	S/L	3	45,253.33	9,050.67	54,304.00	(0.00)	
	2 Dell Computers	6/30/2000	1,958.00	S/L	3	1,631.67	326.33	1,958.00	0.00	
	Gateway Computers	8/1/2000	3,734.00	S/L	3	2,385.61	1,244.67	3,630.28	103.72	
	Computer Lab Cabling	9/1/2000	1,500.00	S/L	5	550.00	300.00	850.00	650.00	
	NTC/Software	11/1/2000	4,014.00	S/L	3	2,230.00	1,338.00	3,568.00	446.00	
	Keysource Computer	12/1/2000	1,538.00	S/L	3	811.73	512.67	1,324.40	213.60	
	Keysource Computer	1/1/2001	2,018.00	S/L	3	1,009.00	672.67	1,681.67	336.33	
	Folding chairs	1/1/2001	1,279.60	S/L	5	383.88	255.92	639.80	639.80	
	Keysource Computers (3)	2/1/2001	4,275.00	S/L	3	2,018.78	1,425.00	3,443.75	831.25	
	Round Tables	3/1/2001	1,242.00	S/L	5	331.20	248.40	579.60	662.40	
	Window Treatments	3/1/2001	4,570.00	S/L	10	609.33	457.00	1,066.33	3,503.67	
	Cabinets	3/1/2001	1,957.30	S/L	5	521.95	391.46	913.41	1,043.89	
	RH Lord Stacking Chairs	3/1/2001	2,530.00	S/L	5	674.67	506.00	1,180.67	1,349.33	
	RH Lord File Cabinets	3/1/2001	4,791.50	S/L	5	1,277.73	958.30	2,236.03	2,555.47	
	RH Lord Instawall Divider	3/1/2001	2,276.42	S/L	5	607.04	455.28	1,062.32	1,214.10	
	Citizens Camera	6/1/2001	1,162.85	S/L	5	251.95	232.57	484.52	678.33	
	Dell Computer	8/11/2001	1,367.31	S/L	5	250.57	273.46	524.13	843.18	
	Gateway Computers	8/11/2001	1,895.00	S/L	5	347.42	379.00	726.42	1,168.58	
	New Server & Installation	11/20/2001	17,589.00	S/L	5	2,052.05	3,517.80	5,569.85	12,019.15	
	Dell Computer	12/1/2001	1,601.79	S/L	5	186.88	320.36	507.24	1,094.55	
	Compaq Computer	3/6/2002	2,049.00	S/L	5	136.60	409.80	546.40	1,502.60	
	Compaq Computer	4/11/2002	2,393.88	S/L	5	119.69	478.78	598.47	1,795.41	
	Epson PowerLite Projection	4/22/2002	1,999.99	S/L	5	66.67	400.00	466.67	1,533.32	
	Compont Cisco Catalyst	5/10/2002	6,541.98	S/L	5	218.07	1,308.40	1,526.47	5,015.51	
	Altera Client Mgt Software	6/21/2002	4,260.00	S/L	3	118.33	1,420.00	1,538.33	2,721.67	
	Software Upgrade	7/9/2002	8,723.40	S/L	3	-	1,463.80	1,463.80	7,259.60	
	Install software upgrade	9/3/2002	6,680.00	S/L	3	-	1,113.33	1,113.33	5,566.67	
	Computer Database	9/7/2002	360.00	S/L	3	-	60.00	60.00	300.00	
	Computer Database	9/14/2002	1,150.00	S/L	3	-	191.67	191.67	958.33	
	Computers (3)	9/25/2002	3,264.00	S/L	3	-	544.00	544.00	2,720.00	
	Scanner	9/27/2002	5,133.57	S/L	3	-	856.60	856.60	4,277.98	
	Computer Database	1/8/2003	5,890.00	S/L	3	-	981.67	981.67	4,908.33	
	Computer	5/16/2003	1,407.00	S/L	3	-	234.50	234.50	1,172.50	
	Systems & Solutions	7/2000	23,200.00	S/L	3	-	23,200.00	23,200.00		
	<b>SUBTOTAL</b>		<b>311,722.18</b>				<b>164,698.78</b>	<b>63,629.71</b>	<b>228,328.49</b>	<b>83,393.69</b>
	<b>Type: Vehicle</b>									
	Passenger Van	2/21/2003	18,770.00	S/L	3	-	3,128.33	3,128.33	15,641.67	
	<b>Type: Land</b>									
	Land	12/31/1985	20,000.00	N/A					20,000.00	
	<b>TOTALS</b>		<b>1,956,062.97</b>				<b>484,745.48</b>	<b>125,114.54</b>	<b>609,860.02</b>	<b>1,346,202.95</b>
	<b>TOTAL TO WRITE OFF</b>		<b>317,312.31</b>				<b>315,478.98</b>	<b>315,478.98</b>	<b>1,833.33</b>	
	<b>Final Totals</b>		<b>2,273,375.28</b>				<b>800,224.46</b>	<b>125,114.54</b>	<b>925,339.00</b>	<b>1,346,202.95</b>

INTERNATIONAL INSTITUTE OF RHODE ISLAND, INC.

AMENDED AND RESTATED BY-LAWS

ARTICLE I

PURPOSE

Section 1.     Purposes. International Institute of Rhode Island, Inc. (the “Corporation”) is a non-profit corporation organized exclusively for charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as it may be amended from time to time, (the “Code”) or the corresponding section of any future federal tax code, and regulations promulgated thereunder and more specifically to provide immigrants and refugees in Southeastern New England with the educational and social services which shall enable them to become self-reliant, productive members of our society, and to participate fully in the social, cultural, educational, economic, and civic opportunities open to all Americans. The Corporation is also dedicated to assisting new residents to preserve the cultural heritage, traditions, and customs that they bring to this country. The Corporation is further dedicated to promoting further understanding, awareness, communication, and cooperation between many diverse ethnic groups and individuals living in Southeastern New England. The Corporation is dedicated to the pursuit of these goals for immigrants and refugees of all ethnic, racial, and national origins.

Notwithstanding any other provision of the Articles of Incorporation of the Corporation or these by-laws, the Corporation is organized exclusively for one or more of the following purposes: religious, charitable, scientific, or educational purposes, as specified in Section 501(c)(3) of the Code, and shall not carry on any activities not permitted to be carried on by a corporation exempt from federal income tax under Section 501(c)(3) of the Code or the corresponding section of any future federal tax code.

No substantial part of the activities of the Corporation shall be carrying on propaganda, or otherwise attempting, to influence legislation, or participating in, or intervening in (including the publication or distribution of statements), any political campaign on behalf of any candidate for public office.

Section 2.     Powers. The Corporation shall have the power, either directly or indirectly, either alone or in conjunction and/or cooperation with others, to do any and all lawful acts and things and to engage in any and all lawful activities which may be necessary, useful, suitable, desirable or proper for the furtherance, accomplishment, fostering or attainment of any or all of the purposes for which the Corporation is organized, and to aid or assist other organizations whose activities are such as to further accomplish, foster, or attain any of the Corporation's purposes. Notwithstanding anything herein to the contrary, the Corporation shall exercise only such powers as are in furtherance of the exempt purposes of organizations as set forth in Section 501(c)(3) of the Code, or the corresponding section of any future federal tax code, and the rules and regulations promulgated thereunder.

Section 3.     Non-Profit Status. The Corporation is not organized for profit and no part of the net earnings of the Corporation shall inure to the benefit of, or be distributable to, its members, directors or officers or other private persons, except that the Corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article I, Section 1 hereof. Upon the dissolution of the Corporation, whether voluntary or involuntary, all money, assets and other property of the Corporation, after the payment of all its debts and obligations, shall be distributed to a non-profit corporation exempt from federal income taxation under Section 501(c)(3) of the Code for one or more exempt purposes within the meaning of Section 501(c)(3)

of the Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a court of competent jurisdiction in the State of Rhode Island, exclusively for such purposes or to such organization or organizations, as such court shall determine, which are organized and operated exclusively for such purposes.

## ARTICLE II

### OFFICES

Section 1. Principal Office. The principal office of the Corporation shall be located at 645 Elmwood Avenue, Providence, Rhode Island. The Corporation may have such other offices or places of business, either within or outside the State of Rhode Island, as the business of the Corporation may require and as the Board of Directors may from time to time establish.

Section 2. Registered Office. The registered office of the Corporation need not be identical to its principal office and shall initially be located at 645 Elmwood Avenue, Providence, Rhode Island. The registered office may be changed from time to time by the Board of Directors in compliance with the provisions of applicable law.

## ARTICLE III

### STRUCTURE OF THE CORPORATION

Section 1. There shall be three types of Corporation membership: Board of Directors; Board of Advisors, and General Members.

Section 2.

(i) Board of Directors: The Board of Directors shall govern the Corporation.

(ii) Board of Advisors: The membership and status of the Board of Advisors shall be as determined from time to time by the Board of Directors. The members of the Board of Advisors shall have no right to vote.

(iii) General Members: General Membership shall be available upon payment of dues, as established from time to time by the Board of Directors. Membership may be conferred as an honor by the Board of Directors. Notwithstanding anything herein or in the Rhode Island Non-Profit Corporation Act, as amended from time to time, (the "Act") to the contrary, General Members shall have no right to vote except with respect to the election of directors as provided in Article IV, Section 2 hereof.

#### ARTICLE IV

##### BOARD OF DIRECTORS

Section 1. General Powers. The affairs of the Corporation shall be managed by its Board of Directors as authorized under the Act. No director shall be personally liable to the Corporation for monetary damages for breach of the director's duty as a director; provided, however, that the foregoing shall not eliminate or limit the liability of a director (i) for any breach of the director's duty of loyalty to the Corporation; (ii) for acts or omissions not in good faith or which involve intentional misconduct or a knowing violation of law; or (iii) for any transaction from which the director derived an improper personal benefit.

##### Section 2. Number, Tenure and Qualifications.

(i) The Number: The number of directors of the Corporation may from time to time be changed by resolution of the members but their number shall be at least twenty (20) but no more than forty (40).

(ii) Tenure: The directors shall be elected to serve until the next annual meeting by a majority of the General Members and outgoing directors in attendance at the annual meeting of the Corporation on the basis of nominations from the Board Management Committee.

Notwithstanding that General Members may vote on the election of directors at the annual meeting, the presence of Members shall not be necessary to constitute a quorum at such meeting and a quorum shall be determined in accordance with Section 10 of this Article IV. Each director of the Corporation shall hold office until his successor is elected and qualified or until such director's death, resignation or removal in the manner provided hereinafter.

(iii) Qualification: The Board of Directors shall seek to include in its membership persons of each of the principal nationality backgrounds represented in the population of Southeastern New England.

Section 3. Vacancies. Any vacancy occurring on the Board of Directors shall be filled by the affirmative vote of a majority of the remaining directors at a regular meeting, or a meeting called for that purpose. A director elected to fill a vacancy shall be elected for the unexpired term of that director's predecessor in office; any person(s) elected to fill such vacancy shall be eligible to serve for further consecutive one-year terms as provided in Article IV, Section 2(ii) hereof.

Any vacancy to be filled by reason of an increase in the number of directors shall be filled by a majority of the Board of Directors.

Section 4. Removal. Any elected director may be removed by a majority vote of the remaining directors, at any meeting called for the purpose, whenever in their judgment the best interests of the Corporation will be served thereby.

Section 5.     Resignations. Any director may resign at any time by giving written notice to the Board of Directors or the President. The resignation shall take effect at the time specified in the notice, and, unless otherwise specified in such notice, the acceptance of the resignation shall not be necessary to make it effective.

Section 6.     Annual Meeting. An annual meeting of the Corporation shall be held in September of each year at such time and place as the Board of Directors may designate. The final agenda of the annual meeting, including the slate of directors and officers to be presented for election and any other matters, shall be established two weeks before the annual meeting. Only matters on the final agenda shall be considered at the annual meeting.

Section 7.     Regular Meetings. Regular meetings of the Board of Directors shall be held at such time and place as the Board of Directors may designate at least six (6) times per year (including the annual meeting). The President shall give written notice of each such meeting to each director at least ten (10) days in advance thereof. The Board of Directors may provide by resolution the time and place for the holding of additional regular meetings without notice other than such resolution.

Section 8.     Special Meetings and Notice Thereof.

Special meetings of the Board of Directors may be called by or at the request of the President or one-half of the Board of Directors. The President shall fix the manner and the place for holding any special meeting of the Board of Directors.

Written notice of any special meeting , setting forth the purpose for such meeting, shall be given at least five (5) days prior thereto.

Section 9.     Emergency Meetings. Emergency meetings of the Board of Directors may be called at any time by the President. If possible, at least one day's written or telephone notice of all such emergency meetings shall be given to each director.

Section 10.    Quorum. One-third of the directors in office shall constitute a quorum for the transaction of business at any meeting of the Board of Directors, but if less than one-third is present at a meeting, a majority of the directors present may adjourn the meeting from time to time without further notice.

Section 11.    Manner of Acting. The act or decision done or made by the majority of the directors present at a meeting duly held at which a quorum is present shall be the act of the Board of Directors, unless a greater number is required by law or by the Articles of Incorporation. Meetings of directors may be held by means of a telephone conference circuit or such other means of remote communication as may be designated by the Board of Directors and connection to such circuit or other means of remote communication shall constitute presence at such meeting.

Section 12.    Action Without a Meeting. Any action that may be taken by the Board of Directors at a meeting may be taken without a meeting if a consent or consents in writing, setting forth the action so taken, shall be signed before or after such action by all of the directors. Such written consent or consents shall be filed with the minutes of the proceedings of the Board of Directors.

Section 13.    Presumption of Assent. A director of the Corporation who is present at a meeting of the Board of Directors at which action on any corporate matter is taken shall be presumed to have assented to the action taken unless the director's dissent shall be entered in the minutes of the meeting or unless the director shall file a written dissent to such action with the

person acting as the secretary of the meeting before the adjournment thereof or shall forward such dissent by registered mail to the Secretary of the Corporation immediately after the adjournment of the meeting. Such right to dissent shall not apply to a director who voted in favor of such action.

Section 14. Prohibition of Compensation. Directors may not be paid compensation for performance of their duties as directors except that directors may be reimbursed for out-of-pocket expenses spent in performance of their duties as directors. No director shall be precluded from serving the Corporation in any other capacity and receiving compensation therefor.

Section 15. Conflict of Interest. A duality or conflict of interest is considered to exist in any instance wherein the actions or activities of an individual serving in the capacity of a director result directly or indirectly in personal gain or personal advantage, or where the interest of the Corporation is subjugated to another obligation (e.g. to another board or agency).

Any duality or conflict of interest on the part of any director shall be promptly disclosed to the Board of Directors and made a matter of record. Any director with such a duality or conflict shall not use his or her personal influence regarding such a matter. This shall include but not be limited to abstaining from all motions, discussions, and subsequent votes.

No contract or transaction between the Corporation and one or more of its directors or officers, or between the Corporation and any corporation, partnership, association, or other organization in which one or more of the Corporation's directors or officers are directors or officers or have a financial interest, shall be void or voidable nor shall such director(s) or officer(s) be liable with respect to such contract or transaction solely for this reason, or solely because the director or officer is present at or participates in the meeting of the Board of

Directors or committee thereof which authorizes the contract or transaction, or solely because his or their votes are counted for such purpose, if:

(a) The material facts as to his, her or their interest or relationship are disclosed or are known to the Board of Directors or the committee, and the Board of Directors or committee authorizes, approves or ratifies the contract or transaction by the affirmative votes of a majority of the disinterested directors, even though the disinterested directors be less than a quorum; or

(b) The contract or transaction is fair and reasonable as to the Corporation.

Interested directors may be counted in determining the presence of a quorum at a meeting of the Board of Directors or of a committee that authorizes the contract or transaction.

## ARTICLE V

### OFFICERS

Section 1. Number. The officers of the Corporation shall be a President, a First Vice-President, a Second Vice-President, a Secretary, an Assistant Secretary, a Treasurer, an Assistant Treasurer and other officers as may be deemed necessary and appointed by the directors. Each officer must be a director of the Corporation. Any two or more offices may be held by the same person, except the offices of President and Secretary.

Section 2. Election and Term of Office. A slate of the officers of the Corporation specifically designated in Section 1 of this Article V shall be presented for approval by the Board Management Committee and elected by the Board of Directors for a one (1) year term at the annual meeting of the Board of Directors. If the election of officers shall not be held at the annual meeting, such election shall be held as soon thereafter as is practicable. No individual shall serve in his or her capacity as a particular officer of the Corporation for more than four (4)

consecutive years; provided that, upon completion of the term in office, such an officer shall again become eligible for election to the same office. Each officer shall hold office until his successor shall have been duly elected and shall have qualified or until such officer's death or resignation or removal in the manner hereinafter provided.

Section 3.     President. The President shall be the principal executive officer and spokesperson of the Corporation and, subject to the direction and under the supervision of the Board of Directors, shall have general charge of the business, affairs and property of the Corporation, and control over its officers, agents and employees. The President shall preside at all meetings of the Board of Directors and shall be a member ex officio of all committees of the Corporation. The President shall execute, on behalf of the Corporation, any deeds, mortgages, bonds, contracts, or other instruments which the Board of Directors has authorized to be executed, and shall have the authority to delegate such power of execution and signing to the Executive Director except in cases where the signing and execution or delegation thereof shall be expressly delegated by the Board of Directors or by these by-laws to some other officer or agent of the Corporation, or shall be required by law to be otherwise signed or executed. The President shall do and perform all duties incident to the office of President and such other duties as may be assigned to the President by these by-laws or by the Board of Directors.

Section 4.     Vice-Presidents. In the absence of the President or in the event of the President's death, inability or refusal to act, the First Vice-President, and in the event of the First Vice-President's death, inability or refusal to act, the Second Vice-President, shall perform the duties of the President, and when so acting, shall have all the powers of and be subject to all the restrictions upon the President. The First Vice-President and the Second Vice-President shall

perform such other duties as from time to time may be assigned to him or her by the President or by the Board of Directors.

Section 5. Secretary and Assistant Secretary. The Secretary shall: (a) keep the minutes of the proceedings of the Board of Directors in one or more books provided for that purpose; (b) see that all notices are duly given in accordance with the provisions of these by-laws or as required by law; (c) be custodian of the corporate records and of the seal of the Corporation and see that the seal of the Corporation is affixed to all documents the execution of which on behalf of the Corporation under its seal is duly authorized; (d) keep a record of the post office address of each director which shall be furnished to the Secretary by such director; and (e) in general perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned to the Secretary by the President or by the Board of Directors. The Secretary is authorized to enlist the services of any one or more employees of the Corporation to assist the Secretary in carrying out his or her duties as herein defined. In the event of the Secretary's death, inability or refusal to act, the Assistant Secretary shall have the powers and perform the duties of the Secretary.

Section 6. Treasurer and Assistant Treasurer. The Treasurer shall: (a) have charge and custody of and be responsible for all funds and securities of the Corporation; (b) receive and give receipts for moneys due and payable to the Corporation from any source whatsoever, and deposit all such moneys in the name of the Corporation in such banks, trust companies or other depositories as shall be selected in accordance with the provisions of Article IX of these by-laws; and (c) in general, perform all of the duties incident to the office of Treasurer and such other duties as from time to time may be assigned to the Treasurer by the President or by the Board of Directors. In the event of the Treasurer's death, inability or refusal to act, the Assistant Treasurer

shall have the powers and perform the duties of the Treasurer. If required by the Board of Directors, the Treasurer and the Assistant Treasurer shall give a bond for the faithful discharge of his or her duties in such sum and with such surety or sureties as the Board of Directors shall determine.

Section 7.     Removal. Any officer may be removed by a vote of a majority of directors whenever in their judgment the best interests of the Corporation will be served thereby. Election of an officer shall not of itself create contract rights.

Section 8.     Resignations. Any officer may resign at any time by giving written notice to the President or Secretary. The resignation shall take effect at the time specified in the notice, and, unless otherwise specified in such notice, the acceptance of the resignation shall not be necessary to make it effective.

Section 9.     Vacancies. A vacancy in any office because of death, resignation, removal, disqualification or otherwise, shall be filled by the Board of Directors in the manner prescribed in Article V, Section 2 of these by-laws. In the case of a vacancy in any of the offices specifically designated in Article V, Section 1, such vacancy shall be filled for the unexpired portion of the vacated term.

## ARTICLE VI

### BOARD OF ADVISORS

Section 1.     The Board of Advisors, if any, as the need arises in the discretion of the Board of Directors, shall consist of persons sympathetic to the Corporation's mission and capable of providing financial, planning, political, and other support to the Corporation.

Section 2. Members of the Board of Advisors may be elected by the Board of Directors at the annual meeting on the basis of nominations from the Board Management Committee, or may be named at any time by the Board of Directors.

## ARTICLE VII

### COMMITTEES

Section 1. Committees. The Board of Directors, by resolution or consent may designate and appoint an Executive Committee, to be comprised as hereinafter provided. As the need arises, the Board of Directors, by resolution or consent may also designate and appoint ad hoc advisory committees to advise the Board of Directors on issues such as public relations, fundraising, program evaluation or any other issue that the Board of Directors identifies. Each advisory committee shall consist of at least two (2) directors and such others as are deemed necessary. A majority of members of any committee shall constitute a quorum for the transaction of business. The Board of Directors shall have the power at any time to change the membership of any committee, to fill vacancies in it, or to discharge it. Membership on the various committees may include persons who are not directors, as long as directors are a majority. Such persons may specifically include members of the Board of Advisors and former or potential directors. The designation of any committee in the delegation thereto of authority shall not operate to relieve any director of any responsibility imposed by law.

Section 2. Chairperson. The President shall designate and appoint one member of each committee to serve as chairperson of that committee.

Section 3. Executive Committee. The Executive Committee shall consist of the seven officers designated in Article V, Section 1 plus any other officers or directors deemed necessary by the Board of Directors to serve on the Executive Committee. When the Board of

Directors is not in session, the Executive Committee shall have and may exercise the authority to act on behalf of the Board of Directors, as provided under the Act. The Executive Committee shall report any action taken by it to the Board of Directors at its next meeting.

The designation of the Executive Committee and the delegation thereto of authority shall not operate to relieve any director of any responsibility imposed by law.

Section 4.     Board Management Committee. There shall be a Board Management Committee, appointed by the President, which shall research and maintain information on prospective nominees, submit names of prospects to the Board for approval, and recruit approved members. The Board Management Committee shall prepare a slate of nominees for the Board of Directors, the Board of Advisors and officers to present at the annual meeting.

The Board Management Committee shall be responsible for maintaining and updating all standing job descriptions. The Board Management Committee shall maintain accurate records of attendance of the Board of Directors and they may make recommendations to the President relative to attendance and performance of the Board of Directors.

Section 5.     Personnel Committee. There shall be a Personnel Committee, appointed by the President, which shall, subject to the approval of the Board of Directors, establish and define all policies relating to the employed staff of the Corporation and shall make recommendations to the Board of Directors relative thereto. This committee shall conduct an annual review of the job performance of the Executive Director.

Section 6.     Finance Committee. There shall be a Finance Committee consisting of the President, the Treasurer, and at least three other directors. The Finance Committee may examine and consider financial statements and budgets of the Corporation prior to their submission to the Board of Directors.

Section 7.    Meetings. Committees shall meet at the discretion of the chairpersons thereof with the exception of the Executive Committee, which shall meet at least two (2) times a year. One-third of the total membership of a committee shall constitute a quorum, except that a quorum shall at no time consist of less than two (2) persons.

## ARTICLE VIII

### EXECUTIVE DIRECTOR

The Board of Directors shall appoint an Executive Director, who shall serve at the pleasure of the Board of Directors to carry out the administration of the affairs of the Corporation subject to the direction of the Board of Directors. The Executive Director shall execute the policies established by the Board of Directors for the administration of the organization, assist all committees in the development of their programs and activities, direct the employed personnel in the performance of their duties and perform such other duties as the Board of Directors may from time to time delegate to the Executive Director. The Executive Director shall give bond with surety when required to do so by the Board of Directors. He or she shall act as liaison between the Board of Directors, staff and populations served by the Corporation. The salary and benefits of the Executive Director shall be determined by the Board of Directors.

Except as otherwise provided by resolution adopted at any meeting of the Board of Directors, the Executive Director shall have authority to sign agreements and other documents on behalf of the Corporation which arise in the normal course of business.

The Executive Director shall be welcome to attend all meetings of the Board of Directors and committees, except those dealing with his or her compensation and performance.

## ARTICLE IX

### CONTRACTS, LOANS, CHECKS AND DEPOSITS

Section 1.     Contracts. The Board of Directors may authorize any officer or officers or agent or agents, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Corporation, and such authority may be general or confined to specific instances.

Section 2.     Loans. No loans shall be contracted on behalf of the Corporation and no evidences of indebtedness shall be issued in its name unless authorized by a resolution of the Board of Directors. Such authority shall be confined to specific instances. No loan shall be made by the Corporation to any director.

Section 3.     Checks, Drafts or other Similar Orders. All checks, drafts or other orders for the payment of money, notes or other evidences of indebtedness issued in the name of the Corporation, shall be signed by such officer or officers or agent or agents of the Corporation and in such manner as shall from time to time be determined by resolution of the Board of Directors.

Section 4.     Deposits. All funds of the Corporation not otherwise employed shall be deposited from time to time to the credit of the Corporation in such banks, trust companies or other depositories as the Board of Directors may select.

## ARTICLE X

### INDEMNIFICATION

Section 1.     Authority. The Corporation shall, to the extent legally permissible under the Act, and only to the extent that the status of the Corporation as a corporation exempt under Section 501(c)(3) of the Code is not affected thereby, have the power to indemnify any person made a party to any threatened, pending or completed action, suit or proceeding by reason of the

fact that that person is or was a director against expenses (including attorneys' fees), judgments, penalties, fines and amounts paid in settlement arising from such threatened, pending or completed action, suit or proceeding. The Board of Directors may authorize the Corporation to purchase and maintain insurance on behalf of any person who is or was a director, officer, advisor, employee, agent or member of the Corporation, or is or was serving at the request of the Corporation as a director, officer, employee or agent of another corporation, partnership, joint venture, trust or other enterprise, against any liability asserted against such person and incurred by such person in any such capacity or arising out of his or her status as such, but such insurance shall only cover such person to the extent he or she purports to act on behalf of the Corporation.

## ARTICLE XI

### GENERAL PROVISIONS

Section 1.     Fiscal Year. The fiscal year of the Corporation shall begin on the first day of July and end on the last day of June.

Section 2.     Corporate Seal. The Corporation shall have a corporate seal, which shall be circular in form and shall have inscribed thereon the name of the Corporation, the state of incorporation and the year of incorporation.

Section 3.     Notice. Whenever any written notice is required to be given to any person under the provisions of these by-laws or under the provisions of the Articles of Incorporation or of applicable law, such notice may be delivered personally, mailed, sent by a nationally recognized overnight courier service or given by a form of electronic transmission consented to by the persons to whom the notice is given. "Electronic transmission" means any form of communication, not directly involving the physical transmission of paper, that creates a record that may be retained, retrieved, and reviewed by a recipient thereof, and that may be directly

reproduced in paper form by such a recipient through an automated process.

Notice shall be deemed given: (1) when delivered personally; (2) if mailed, when deposited in the United States mail, postage prepaid, directed to the person at their address as it appears on the records of the Corporation; (3) if sent by overnight courier, when deposited with such courier, prepaid, directed to the person at their address as it appears on the records of the Corporation; (4) if by facsimile telecommunication, when directed to a number at which the person has consented to receive notice; (5) if by electronic mail, when directed to an electronic mail address at which the person has consented to receive notice; and (6) if by any other form of electronic transmission, when directed to the person in the manner consented to by such person. An affidavit of the Secretary or Assistant Secretary that the notice has been given shall, in the absence of fraud, be prima facie evidence of the facts stated therein.

When a meeting is adjourned to another time or place, notice need not be given of the adjourned meeting if the time, place, if any, thereof, and the means of remote communications, if any, by which a person may be deemed to be present at such adjourned meeting are announced at the meeting at which the adjournment is taken.

Section 3. Waiver of Notice. Whenever any notice is required to be given to any person under the provisions of these by-laws or under the provisions of the Articles of Incorporation or under the provisions of applicable law, a waiver thereof in writing signed by the person or persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice. The attendance of a person at a meeting shall constitute a waiver of notice of such meeting, except when a person attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. Neither the business to be transacted at, nor the purpose of, any

regular or special meeting of the Board of Directors need be specified in any written waiver of notice of such meeting.

Section 4.     Interpretation. Whenever the context of these by-laws so dictates, (i) the singular shall include the plural and the plural shall include the singular and (ii) the masculine, feminine and neuter shall be deemed to have been used interchangeably.

Section 5.     Severability. If any provision of these by-laws is held to be invalid or unenforceable, all other provisions shall nevertheless be valid and remain in full force and effect.

Section 6.     Books and Records. The Corporation shall keep correct and complete books and records at its principal office. Such books and records shall be open to any director, General Member or member of the Board of Advisors at any reasonable time. Also, the Corporation shall keep at the principal office its three most recent annual IRS informational returns, along with a copy of any tax exemption application and IRS determination letter, such documents to be available for public inspection during regular business hours.

## ARTICLE XII

### AMENDMENTS

These by-laws may be altered, amended or repealed and new by-laws may be adopted by vote of two-thirds of the directors of the Corporation present at any annual, regular or special meeting (provided that the notice of such meeting is given to all directors at least ten (10) days before the date of the meeting and such notice states the proposed change in the by-laws).

# INTERNATIONAL INSTITUTE OF RHODE ISLAND BOARD OF DIRECTORS

*Fiscal year end 6/30/03*

## EXECUTIVE COMMITTEE

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Manager of Publications and Projects  
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MAY BE REACHED AT  
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PROVIDENCE, RI 02907

401-461-5940

INTERNATIONAL INSTITUTE OF RHODE ISLAND  
FORM 990 2002  
EIN 05-0258886  
ADDENDUM TO STATEMENT 2

<u>Month</u>	<u>Name</u>	<u>Units</u>	<u>Cost</u>	<u>Proceeds</u>	<u>Gain (Loss)</u>
July	Capital One	500	30,587.20	16,849.89	(13,737.31)
	Merck & Co	500	29,830.00	21,108.16	(8,721.84)
	Citigroup	800	37,958.80	20,103.39	(17,855.41)
	Americredit	1000	29,975.60	17,393.47	(12,582.13)
August	Chevron	10	956.60	733.57	(223.03)
October	Cisco	900	5,893.00	7,563.81	1,670.81
	AT&T / Liberty Media	300	4,696.43	2,108.94	(2,587.49)
	AT&T / Liberty Media	300	12,154.35	2,108.94	(10,045.41)
	Textron	700	34,381.90	23,421.29	(10,960.61)
November	Fleet Boston	323	7,554.97	7,335.10	(219.87)
	National Fuel Gas	30	585.38	585.38	-
December	Liberty Media Corp Rights	56	257.60	257.60	-
	Aquila, Inc.	1000	24,600.00	12,909.60	(11,690.40)
January	Merrill Lynch	13	493.35	495.15	1.80
March	Washington Trust Bancorp, Inc	400	7,812.00	7,763.77	(48.23)
April	Best Buy Inc	300	5,874.00	10,034.52	4,160.52
		515	10,427.96	10,427.96	
June	Barclays Bank Plc		44,200.00	50,000.00	5,800.00
Fidelity					
August	Northeast Investors	4984.879	41,072.23	36,140.37	(4,931.86)
	Westport Small Cap Class R	2081.97	35,280.44	35,872.34	591.90
			364,591.81	283,213.25	(81,378.56)

# Application for Extension of Time To File an Exempt Organization Return

▶ File a separate application for each return.

- If you are filing for an **Automatic 3-Month Extension**, complete only **Part I** and check this box
- If you are filing for an **Additional (not automatic) 3-Month Extension**, complete only **Part II** (on page 2 of this form).

**Note:** Do not complete Part II unless you have already been granted an automatic 3-month extension on a previously filed Form 8868.

## Part I Automatic 3-Month Extension of Time - Only submit original (no copies needed)

**Note:** Form 990-T corporations requesting an automatic 6-month extension - check this box and complete Part I only   
 All other corporations (including Form 990-C filers) must use Form 7004 to request an extension of time to file income tax returns. Partnerships, REMICs and trusts must use Form 8736 to request an extension of time to file Form 1065, 1066, or 1041.

<b>Type or print</b>	Name of Exempt Organization <b>INTERNATIONAL INSTITUTE OF RHODE ISLAND, INC.</b>	<b>Employer identification number</b> <b>05-0258886</b>
File by the due date for filing your return. See instructions.	Number, street, and room or suite no. If a P.O. box, see instructions. <b>645 ELMWOOD AVENUE</b>	
	City, town or post office, state, and ZIP code. For a foreign address, see instructions. <b>PROVIDENCE, RI 02907</b>	

Check type of return to be filed (file a separate application for each return):

- |  |   |                                    |
|--|---|------------------------------------|
| <input checked="" type="checkbox"/> Form 990 | <input type="checkbox"/> Form 990-T (corporation)                 | <input type="checkbox"/> Form 4720 |
| <input type="checkbox"/> Form 990-BL         | <input type="checkbox"/> Form 990-T (sec. 401(a) or 408(a) trust) | <input type="checkbox"/> Form 5227 |
| <input type="checkbox"/> Form 990-EZ         | <input type="checkbox"/> Form 990-T (trust other than above)      | <input type="checkbox"/> Form 6069 |
| <input type="checkbox"/> Form 990-PF         | <input type="checkbox"/> Form 1041-A                              | <input type="checkbox"/> Form 8870 |

- If the organization does **not** have an office or place of business in the United States, check this box
- If this is for a **Group Return**, enter the organization's four digit Group Exemption Number (GEN) \_\_\_\_\_. If this is for the **whole** group, check this box . If it is for part of the group, check this box  and attach a list with the names and EINs of all members the extension will cover.

1 I request an automatic 3-month (6-month, for **990-T corporation**) extension of time until **FEBRUARY 17, 2004** to file the exempt organization return for the organization named above. The extension is for the organization's return for:  
 ▶  calendar year \_\_\_\_\_ or  
 ▶  tax year beginning **JUL 1, 2002**, and ending **JUN 30, 2003**

2 If this tax year is for less than 12 months, check reason:  Initial return  Final return  Change in accounting period

3a If this application is for Form 990-BL, 990-PF, 990-T, 4720, or 6069, enter the tentative tax, less any nonrefundable credits. See instructions \$ \_\_\_\_\_

b If this application is for Form 990-PF or 990-T, enter any refundable credits and estimated tax payments made. Include any prior year overpayment allowed as a credit \$ \_\_\_\_\_

c **Balance Due.** Subtract line 3b from line 3a. Include your payment with this form, or, if required, deposit with FTD coupon or, if required, by using EFTPS (Electronic Federal Tax Payment System). See instructions \$ **N/A**

### Signature and Verification

Under penalties of perjury, I declare that I have examined this form, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete, and that I am authorized to prepare this form

Signature ▶ *Mary J. Mancini* Title ▶ CPA Date ▶ 11/5/03  
 LHA For Paperwork Reduction Act Notice, see instruction Form **8868** (12-2000)