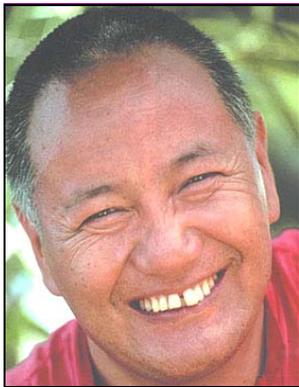


# International Office Operation and Structure



# Mission Statement Of FPMT

The FPMT is an organization devoted to the transmission of the Mahayana Buddhist tradition and values worldwide through teaching, meditation and community service. We provide integrated education through which people's minds and hearts can be transformed into their highest potential for the benefit of others, inspired by an attitude of universal responsibility. We are committed to creating harmonious environments and helping all beings develop their full potential of infinite wisdom and compassion. Our organization is based on the Buddhist tradition of Lama Tsongkhapa of Tibet as taught to us by our founder, the incomparably kind Lama Thubten Yeshe and our spiritual director, Lama Thubten Zopa Rinpoche.

The manifestation of the Vast Vision of the mission statement is partially represented through the activities of FPMT International Office. These activities are represented as Vision Projects in the accounting reports that are available through the webpage for the Work a Day for Rinpoche Campaign. Below is a description of these activities.

## Educating and Inspiring Students, the General Public and All Beings

Through the development of and in concert with centers, programs, and projects worldwide, International Office constantly strives to serve the needs of FPMT students, as well as the larger public. Our aim is to provide a model of education and inspiration as well as specific tools to effect change in people's lives, ever ready to embrace new opportunities in order to benefit all sentient beings and preserve the Mahayana tradition. Rinpoche personally saw all invitations to teach from FPMT and non-FPMT centers in 2006. He also received up to one hundred personal emails and letters each month via International Office. All urgent letters were answered as quickly as possible by taking dictation, and sending photos, practices, or blessed substances that Rinpoche recommended. Rinpoche gives dedicated time to as many letters and emails as he can, which can take from one to six or seven hours per letter, sometimes spanning several days. Lama Zopa Rinpoche is our model par excellence for how we all can strive to serve and be of benefit.



Lama Zopa Rinpoche writing the Prajnaparamitta in gold



Lama Zopa Rinpoche performing a Puja

# Supporting Global Centers

International Office offers support for 151 FPMT centers and study groups in 33 countries. FPMT centers offered service to their local communities through Dharma education, hospices, health care, universal education schools, helping prisoners, helping to fund education for Tibetan refugees, and counseling. Future development of retreat houses in Washington for students and Sangha who wish to do retreat in the later part of their life is now underway. The following are some specific ways in which International Office provided center support:

## NEWS AND ADVICE FROM RINPOCHE

Students were kept up-to-date with Lama Zopa Rinpoche's advice via the FPMT e-News, distributed to over 10,000 people; Rinpoche's homepage [www.fpmt.org/teachers/zopa](http://www.fpmt.org/teachers/zopa); and Rinpoche's key advice for centers, which is kept on Rinpoche's homepage and in the FPMT Members' Area. Our companion office in California also coordinated Rinpoche's advice and replies to the centers and students.

## FORMATION OF CENTERS & STUDY GROUPS

We help new FPMT study groups, formed with Lama Zopa Rinpoche's blessing, to begin, and provide them with the FPMT Study Group Start Up Kit.

## SUPPORT FOR CENTER STAFF: RESIDENT TEACHERS, DIRECTORS, SPIRITUAL PROGRAM COORDINATORS, & REGIONAL & NATIONAL COORDINATORS

When new Center Directors are appointed on Rinpoche's advice we send them the FPMT Center Director Pack, an educational product of International Office. New directors are encouraged to give priority to making time for a Center Director Orientation Retreat. Five FPMT Masters Program graduates are now settled in as resident teachers. Successful efforts were made to provide centers with a resident geshe, and suitable interpreters were selected. In addition, new Spiritual Program Coordinators were appointed and sent the Spiritual Program Coordinator Pack.

## MATERIALS & RESOURCES

The organization's essential reference tool is The FPMT Handbook, also a product of International Office. FPMT Center Directories were kept up-to-date in *Mandala Magazine* and on the FPMT website. International Office, together with Tushita Meditation Centre in Dharamsala facilitated FPMT's Prayers for the Dead service.



Lama Zopa Rinpoche visiting Kadampa Center



Lama Zopa Rinpoche teaching in Malaysia

# Managing Charitable Projects



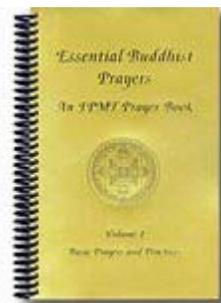
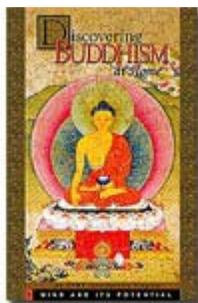
Mongolian Temple Reconstruction; Mongolian Soup Kitchen; and a Mongolian child in the Soup Kitchen.

International Office grew tremendously in the past year in its ability to take on more and more of Rinpoche's never-ending plans and projects for the organization. We now support more than fifty projects worldwide, including health clinics, schools, the construction of holy objects, and many more charitable activities.

All of Rinpoche's projects are coordinated with the help of International Office and our companion office in California – from the Sera Je Food Fund to the Mani Wheel Fund to projects in South Indian monasteries, offerings to Rinpoche's gurus, and creating holy objects and Dharma art around the world. Many of these projects are listed at [www.fpmt.org/projects](http://www.fpmt.org/projects). Those not listed are maintained by the companion office in California.



Amdo Eye Clinic; Animal Liberation Sanctuary; Sera Je monks; and Mongolian children at the Soup Kitchen.



# Creating Educational Programs

*International Office makes available the vision and advice given by Lama Zopa Rinpoche in the form of FPMT standard education programs, prayer and practice books, DVDs, MP3s, and downloadable advice on the FPMT website. The following are some specific ways in which International Office offers educational service and support:*

## **PROGRAMS AND PUBLICATIONS**

By the end of last year, International Office had supported more than 110 centers and study groups in following *Discovering Buddhism*, 26 centers and study groups in following the *Basic Program*, and helped with preparations for the next *Masters Program* which is to begin in January 2008 at Istituto Lama Tsong Khapa in Italy. Maitripa Institute in Portland, Oregon, another FPMT educational program, entered its second year in 2007 with 28 full-time students working toward a graduate degree in Buddhist Studies. Thanks to a very kind benefactor, every FPMT center was supplied with new, revised versions of *Essential Buddhist Prayers, Vol. 1*. In 2006, International Office sent out over 1000 copies! Due to the kindness of the same benefactor, centers have also received complimentary copies of *Essential Buddhist Prayers, Vol. 2*. In addition, International Office made available many sadhanas, meditations, practices, and sutras for the first time. These included the *Sutra of Golden Light*, *Sanghata Sutra*, and *Vajra Cutter Sutra*. According to the wishes of Lama Zopa Rinpoche, these three precious sutra texts are now available online and in hard copy in ten languages. More than 250 of these Dharma resources are available via the Foundation Store.

## **BEYOND ENGLISH: TRANSLATIONS**

International Office also made great progress in getting FPMT curriculum and practice materials translated into the multiple languages of the FPMT mandala. Translation coordinators were appointed and translation offices opened in France, Spain, and Germany. Translation achievements include the completion of *Lamrim Chenmo* in Mandarin, and *Middling Lamrim* in German. The FPMT e-News is also translated into Spanish, German, Chinese, and Italian.

## **NEW MEDIA FORMATS: ON CD & DVD**

Another exciting achievement is the provision of materials on audio CD (Lama Yeshe's *Chod*), MP3 CD (Lama Zopa's *How to Meditate on Emptiness*), and in DVD (Lama Zopa's *Power of Mantras and Holy Objects*) format. International Office hosts FPMT Audio, which makes available 24/7 a selection of teachings by His Holiness the Dalai Lama, Lama Zopa Rinpoche, and other FPMT teachers.

## **AT-HOME TRAINING PROGRAMS**

Students continue to appreciate being able to study at home, and International Office received frequent feedback that these programs are changing people's lives! All fourteen of the *Discovering Buddhism at Home* modules were made available in 2006 in Audio CD and MP3 format, and there are now seven *Basic Program Homestudy* modules available. A comprehensive CD of all Basic Program translations and commentaries was also made available for centers. Finally, the *Discovering Buddhism* DVD series was translated and shown on national television in Russia, Tuva, Mongolia, Israel, and Korea. At the same time, these programs continued to be extremely successful in the centers around the world.

## Coordinating Worldwide Events and Staff Training

*Our beloved spiritual director, Lama Zopa Rinpoche, journeys around the world offering teachings and visiting many of the regions where FPMT's 151 centers and study groups continue the work of spreading the Dharma according to his holy wishes. The coordination and administrative support of these engagements is part of the ongoing work of International Office. In addition, International Office organizes events around the world for the purposes of training and collaboration, as well as other teachings that the organization sponsors for the benefit of all sentient beings. The following are some specific achievements "in the field":*

### TEACHINGS & TRAVELS OF LAMA ZOPA RINPOCHE

International Office supported Lama Zopa Rinpoche in traveling and teaching extensively. Rinpoche does not waver from constantly benefiting sentient beings in whatever way they need by teaching, and by leading meditations, pujas and practices for generating success and harmony and for overcoming obstacles. Rinpoche constantly serves to bring people into and along the path to enlightenment through his guidance and inspiration. Many centers host our Spiritual Director and help is given to work out the schedule, as well as to provide practical guidelines. See [www.fpmt.org/teachers/zopa/schedule.asp](http://www.fpmt.org/teachers/zopa/schedule.asp) for more information.

Rinpoche had the great opportunity to attend teachings from His Holiness the Dalai Lama, and to receive rare *lung*s (transmissions of certain teachings) from Khyongla Rato Rinpoche.



Lama Zopa Rinpoche with students and Sangha in New Zealand



Lama Zopa Rinpoche offering blessings in Taiwan

## HOSTED EVENTS & TEACHINGS

In the autumn of 2006, International Office managed a team of dedicated volunteers who looked after the non-Tibetans attending the teachings of His Holiness the Dalai Lama in Sarnath, India, an event co-hosted by FPMT. International Office also helps to coordinate the Long Life Pujas offered to His Holiness the Dalai Lama and Lama Zopa Rinpoche every year.



His Holiness the Dalai Lama and Lama Zopa Rinpoche at Sarnath

## MEETINGS, CONFERENCES, & TRAININGS

International Office supports FPMT Regional and National Meetings and assists in preparing the agenda for these meetings. FPMT Regional and National Coordinators kindly assist International Office on relevant issues for the FPMT organization.

International Office was part of the committee planning, organizing, and facilitating of the 2006 Geshe Conference in Sarnath, India, attended by Lama Zopa Rinpoche and twenty-seven FPMT geshes. FPMT now offers three separate training programs for center and project staff: Spiritual Program Coordinator Training, Foundation Training in Compassionate Service, and Rituals Training. More than sixty people attended a Foundation Training in New Zealand and in France. Further trainings are scheduled for 2007 in France and the USA.

## Serving Lama Zopa Rinpoche Daily

### OUR COMPANION OFFICE IN CALIFORNIA – RINPOCHE'S HOME BASE IN APTOS



Ven. Holly Ansett  
with Lama Zopa Rinpoche

Appointed as President and Chief Executive Officer of FPMT, Inc. in 2006, Ven. Roger Kunsang is based in the California office in Aptos, when he is not traveling around the world as Lama Zopa Rinpoche's tireless attendant and secretary, as he has for the last twenty years. Ven. Roger's secretary, Ven. Holly Ansett, is also based in Aptos where she works in varying capacities for Rinpoche and International Office, alongside up to thirteen in-house Sangha.

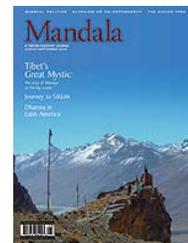
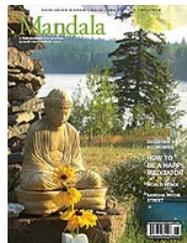
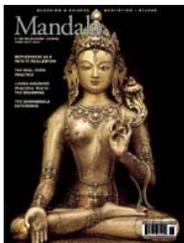
Lama Zopa Rinpoche also maintains a vast collection of offerings to generate merit for all of the activities of FPMT International Office and many other purposes that benefit all sentient beings.



Lama Zopa Rinpoche's Offering Rooms at the California Office for creating merit for FPMT and the well being of all sentient beings.

## Communicating Through Publications and Multimedia, The Foundation Store, and The FPMT Website

*International Office connects to the growing network of FPMT students and friends and to a general public increasingly interested in Buddhism through a vibrant magazine, an extensive website, and other educational publications in a variety of multimedia formats to meet the needs of every practitioner. The Foundation Store serves as an important vehicle for offering these tools and many more to assist students along the path.*



### MANDALA MAGAZINE

*Mandala has served for twenty years as a global voice for FPMT, reaching out to our students and centers, as well as the general public. Mandala contains teachings by Lama Zopa Rinpoche, Lama Thubten Yeshe, other high lamas, articles by or about students and practitioners, and news of His Holiness the Dalai Lama and other high lamas. It continues to be the only magazine which specializes in the Gelug school, founded by Je Tsongkhapa (1357-1419).*

The magazine (84 pages; 6 issues per year) continues to evolve and improve. By August 2006, International Office was able to print *Mandala* in four-color again for not much more cost than the black and white version. An email Reader Survey brought in about 500 responses from a sample email list of only 1300 randomly

selected subscribers. International Office used this valuable information to determine what was popular and which areas needed inclusion or expansion.

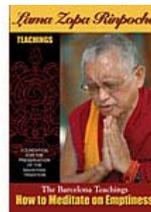
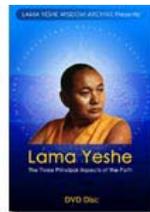
Last year, International Office switched printers for *Mandala*, choosing a local environmentally-friendly Portland printer, Journal Graphics, whose state-of-the-art pollution control oxidizer consumes the ink fumes and actually generates power for the plant. Sets of *Mandala* dating back to December 1995 were also assembled and are now available in boxes of 60 through the Foundation Store. Centers and students are beginning to take advantage of this valuable Dharma resource.



## THE FOUNDATION STORE

*Serving Students & Reaching Out to the General Public International Office manages an online store and website in our efforts to support and reach students and the general public internationally.*

Last year illustrated that the Foundation Store has grown into a successful online distributor of FPMT education products and related ritual and meditation supplies, fulfilling approximately 550 orders per month and supplying our customers with home-study programs, practice materials, and sacred art. The primary mission of the Store is to supply reliable, affordable education materials and Dharma products that are of the highest quality. The Foundation Store was praised on many occasions for its products, good service, and affordability. All Dharma proceeds above the cost of production are strictly categorized and used only to further the charitable mission of the FPMT. A link on the [www.fpmt.org/shop/](http://www.fpmt.org/shop/) homepage explains to the customer exactly where their money goes, a feature which makes the store unique in Buddhist online shopping. The combined and complementary FPMT educational mission and store mission is illustrated by one person's comments about having bought a statue from a stand-alone store and receiving only the statue, before realizing that FPMT, because of the educational connection, includes instructions for filling and blessing the statues with the appropriate mantras as well.





## THE WEBSITE AND OTHER INFORMATION SERVICES

*The website is the main information resource for both the general public interested in Tibetan Buddhism and, through the Members' area, for those offering service within the organization. This area contains all essential FPMT center and study group information and education updates.*

Information services manages four websites. In 2006, the websites for [www.fpmt.org](http://www.fpmt.org), [www.mandalamagazine.org](http://www.mandalamagazine.org) and [www.fpmt.org/shop](http://www.fpmt.org/shop) were completely overhauled and redesigned. The sites now have complementary identities, and the introduction of many up-to-date technology features make the sites more attractive and user-friendly. FPMT audio and streaming video make FPMT teachers and projects available to a wide audience. International Office has seen a huge increase in web traffic in the last five years due to the changes that have been implemented and forecasts show that this traffic will only increase over the coming year.

Below are the average yearly statistics for the four websites managed by FPMT.

### FPMT Main Website

Total Files: 12,366  
 Web Pages: 2,254  
 PDFs/DOCs: 2,009  
 Images: 7,696

### The Foundation Store Website

Total Files: 6,122  
 Web Pages: 1,566  
 PDFs/DOCs: 501  
 Images: 3,547

### Mandala Magazine Website

Total Files: 1,651  
 Web Pages: 717  
 PDFs/DOCs: 29  
 Images: 807

### IMI Sangha Website

Total Files: 260  
 Web Pages: 157  
 PDFs/DOCs: 6  
 Images: 97

## The Administration and Development Operations of FPMT

The Administration and Development Departments of FPMT supply the behind-the-scenes financing and oversight of all the other Charitable Projects, Charitable Activities, Fiscal Agencies, and Support Funds. The administrative operations include, but are not limited to, human resource services; accounting and legal services; and general administrative support for Lama Zopa Rinpoche and the Board of Directors. The Development Department operations assist with the fundraising aspects for many of the funds and the creation of revenue for support of International Office.

## A New Home Base in Portland, Oregon

In January, 2006, Lama Zopa Rinpoche's International Office moved some of its staff – and over 2000 boxes, office furniture, computers and holy objects, including a one-ton marble Buddha – 1500 miles from Taos, New Mexico to Portland, Oregon. International Office now has its own building in a spiritually democratic city and is rapidly becoming part of the community. The building is also the home of FPMT's burgeoning Tibetan Buddhist university, Maitripa Institute, directed by Yangsi Rinpoche.



Artist's impression of how the exterior of International Office's building will look in the future as envisioned by Lama Zopa Rinpoche.

International Office is overseeing the construction of a large altar with five statue bays for our meditation and teaching hall: the Johkang. We are currently in the final construction and installation phase. A large Shakyamuni Buddha statue arrived from Nepal in February 2006, and during Lama Zopa Rinpoche's 2006 visit, he commented that he was very pleased with the art. A 4-ft Palden Lhamo statue that was already in International Office's possession, and a Chenrezig statue offered by Yangsi Rinpoche, graced the Johkang throughout 2006. Lama Yeshe's statue arrived recently and we are now waiting for statues of Atisha, Hayagriva, and King Songtsen Gampo to be completed, all of which have been advised by Lama Zopa Rinpoche as beneficial to have in International Office.

### **WORKING TOWARD INCREASED EFFICIENCY AND GROWTH**

International Office will host the FPMT Inc. Board of Directors' meetings in October of this year, which will be attended by Lama Zopa Rinpoche and most of the Board members. In April, 2006, Board member Karuna Cayton met with International Office staff to facilitate better communication and develop strategies for International Office. We have made significant progress in forming a plan to keep taking International Office forward.



Lama Zopa Rinpoche, Yangsi Rinpoche and staff.

## Staff Listing

*Ven. Roger Kunsang, President and CEO*

*Ven. Holly Ansett, Ven. Roger's Secretary and Administrative Assistant*

### ADMINISTRATION

*Kim Hollingshead, Administration Director*

*Chuck Latimer, Development Director*

### EDUCATION

*Merry Colony, Director (In Retreat)*

*Ven. Gyalten Mindrol, Materials*

*Heather Drollinger, Programs & General Questions*

*Olga Planken, Basic Program and Masters Program Consultant (based in Holland)*

*Ven. Connie Miller, Materials, Editor (based in New Mexico)*

### CENTER SERVICES

*Claire Isitt, Director*

### FINANCE

*Eamon Walsh, Chief Financial Officer*

*Ugyen Shola, Administrator/Office Manager*

### INFORMATION SERVICES

*Paddy Ryan, Information Services Coordinator*

*Adam Payne, Web Development*

### MANDALA

*Nancy Patton, Editor and Publisher*

*Sara Blumenthal, Associate Editor*

*Sandra Peterson, Advertising and Subscriptions*

### FOUNDATION STORE

*Dion Stepanski, Manager*

*Samten Gorab, Order Fulfillment/Customer Service*

# Our Benefactors

*International Office would like to express our very deep gratitude for the generous support of all the centers, students, benefactors, and donors throughout 2007. This has been a very successful year and we look forward to more in 2008! Pujas are constantly organized at monasteries and dedicated specifically for all of your kindness and generosity.*

**Together may we usher in an era of peace and loving kindness in our home, our country, and the world.**

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[www.fpmt.org](http://www.fpmt.org)**