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**Short Form**  
**Return of Organization Exempt From Income Tax**

► Sponsoring organizations of donor advised funds, organizations that operate one or more hospital facilities, and certain controlling organizations as defined in section 512(b)(13) must file Form 990 (see instructions)  
All other organizations with gross receipts less than \$200,000 and total assets less than \$500,000  
at the end of the year may use this form  
► The organization may have to use a copy of this return to satisfy state reporting requirements

OMB No 1545-1150

2011

**Open to Public  
Inspection**

**A For the 2011 calendar year, or tax year beginning**

, 2011, and ending

, 20

**B** Check if applicable

- Address change
- Name change
- Initial return
- Terminated
- Amended return
- Application pending

<b>C Name of organization</b> <b>METALS SERVICE CENTER INSTITUTE PITTSBURGH CHAPTER</b>		<b>D Employer identification number</b> <b>90-0388984</b>
Number and street (or P O box, if mail is not delivered to street address)  <b>900 ROUTE 910</b>		Room/suite  <b>(412) 767-5000</b>
City or town, state or country, and ZIP + 4  <b>INDIANOLA, PA 15051</b>		<b>F Group Exemption</b> <b>Number ► 0001</b>

**G Accounting Method**  **Cash**  **Accrual** **Other (specify) ►**

| Website:  N/A

| Tax-exempt status (check only one) -  501(c)(3)  501(c)(6)  (insert name of tax-exempt organization)

H Check  if the organization is not required to attach Schedule B  
(Form 990, 990-EZ, or 990-PF)

K Check ►  if the organization is not a section 509(a)(3) supporting organization or section 527 organization and its gross receipts are normally not more than \$50,000 A Form 990-EZ or Form 990 return is not required though Form 990-N (e-postcard) may be required (see instructions) But if the organization chooses to file a return, be sure to file a complete return

L Add lines 5b, 6c, and 7b, to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, line 25, column (B) below) are \$500,000 or more, file Form 990 instead of Form 990-EZ. ► \$ 31,442

**Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances** (see the instructions for Part I)

1 Contributions, gifts, grants, and similar amounts received . . . . .	1	8,000
2 Program service revenue including government fees and contracts . . . . .	2	19,892
3 Membership dues and assessments . . . . .	3	3,550
4 Investment income . . . . .	4	
5a Gross amount from sale of assets other than inventory . . . . .	5a	
b Less cost or other basis and sales expenses . . . . .	5b	
c Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a) . . . . .	5c	

<p><b>Revenue</b></p> <p><b>D JUL 11 2012</b></p> <p><b>6</b> Gaming and fundraising events</p> <p>a Gross income from gaming (attach Schedule G if greater than \$15,000) . . . . .</p> <p>b Gross income from fundraising events (not including \$ _____ of contributions from fundraising events reported on line 1) (attach Schedule G if the sum of such gross income and contributions exceeds \$15,000) . . . . .</p> <p>c Less direct expenses from gaming and fundraising events . . . . .</p> <p>d Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c) . . . . .</p> <p>7a Gross sales of inventory, less returns and allowances . . . . .</p> <p>b Less cost of goods sold . . . . .</p> <p>c Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a) . . . . .</p> <p><b>8</b> Other revenue (describe in Schedule O) . . . . .</p> <p><b>9</b> Total revenue. Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8. ( ) ►</p>	<table border="1" style="width: 100px;"> <tr> <td style="width: 50px; height: 20px;">6a</td> </tr> <tr> <td style="width: 50px; height: 20px;">6b</td> </tr> <tr> <td style="width: 50px; height: 20px;">6c</td> </tr> <tr> <td style="width: 50px; height: 20px;">6d</td> </tr> <tr> <td style="width: 50px; height: 20px;">7a</td> </tr> <tr> <td style="width: 50px; height: 20px;">7b</td> </tr> <tr> <td style="width: 50px; height: 20px;">7c</td> </tr> <tr> <td style="width: 50px; height: 20px;">8</td> </tr> <tr> <td style="width: 50px; height: 20px;">9</td> </tr> </table> <p style="text-align: center;"><b>RECEIVED</b></p>	6a	6b	6c	6d	7a	7b	7c	8	9
6a										
6b										
6c										
6d										
7a										
7b										
7c										
8										
9										

10	Grants and similar amounts paid (list in Schedule O)	JUN 25 2012	IRS-OST	10	16,000
11	Benefits paid to or for members	2		11	12,878
12	Salaries, other compensation, and employee benefits			12	
13	Professional fees and other payments to independent contractors	OPEN	UT	13	
14	Occupancy, rent, utilities, and maintenance			14	
15	Printing, publications, postage, and shipping			15	
16	Other expenses (describe in Schedule O)			16	
17	Total expenses. Add lines 10 through 16			17	28,878

<b>A s s e t s</b>	18	Excess or (deficit) for the year (Subtract line 17 from line 9) . . . . .	18	2,564
	19	Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return) . . . . .	19	11,131
	20	Other changes in net assets or fund balances (explain in Schedule O) . . . . .	20	
	21	Net assets or fund balances at end of year Combine lines 18 through 20 . . . . . ►	21	13,695

**Part II Balance Sheets.** (see the instructions for Part II )

Check if the organization used Schedule O to respond to any question in this Part II

	(A) Beginning of year	(B) End of year
22 Cash, savings, and investments . . . . .	11,131	22 13,695
23 Land and buildings . . . . .	0	23 0
24 Other assets (describe in Schedule O) . . . . .	0	24 0
<b>25 Total assets</b> . . . . .	<b>11,131</b>	<b>25 13,695</b>
<b>26 Total liabilities (describe in Schedule O)</b> . . . . .	<b>0</b>	<b>26 0</b>
<b>27 Net assets or fund balances (line 27 of column (B) must agree with line 21)</b> . . . . .	<b>11,131</b>	<b>27 13,695</b>

**Part III Statement of Program Service Accomplishments** (see the instructions for Part III )

Check if the organization used Schedule O to respond to any question in this Part III . . . . .

What is the organization's primary exempt purpose? **PROMOTE BETTER BUSINESS**

Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. In a clear and concise manner, describe the services provided, the number of persons benefited, and other relevant information for each program title.

## 28 DISCUSS PLANT SAFETY, QUALITY CONTROL AND MICRO BUSINESS ISSUES

(Grants \$ 8,000 ) If this amount includes foreign grants, check here  ►

29

If this amount includes foreign grants, check here

30

If this amount includes foreign grants, check here ▶

**31 Other program services (describe in Schedule O)**

→ If this amount includes foreign grants, check here  ►

**Part IV List of Officers, Directors, Trustees, and Key Employees.** List each one even if not compensated (see the instructions for Part IV).

Check if the organization used Schedule Q to respond to any question in this Part IV.

**Part V Other Information** (Note the Schedule A and personal benefit contract statement requirements in the instructions for Part V) Check if the organization used Schedule O to respond to any question in this Part V

	Yes	No
33 Did the organization engage in any significant activity not previously reported to the IRS? If "Yes," provide a detailed description of each activity in Schedule O	33	X
34 Were any significant changes made to the organizing or governing documents? If "Yes," attach a conformed copy of the amended documents if they reflect a change to the organization's name. Otherwise, explain the change on Schedule O (see instructions)	34	X
35 a Did the organization have unrelated business gross income of \$1,000 or more during the year from business activities (such as those reported on lines 2, 6a, and 7a, among others)?	35a	X
b If "Yes," to line 35a, has the organization filed a Form 990-T for the year? If "No," provide an explanation in Schedule O	35b	
c Was the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization subject to section 6033(e) notice, reporting, and proxy tax requirements during the year? If "Yes," complete Schedule C, Part III	35c	X
36 Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If "Yes," complete applicable parts of Schedule N	36	X
37 a Enter amount of political expenditures, direct or indirect, as described in the instructions ► 37a	37b	X
b Did the organization file Form 1120-POL for this year?	38a	
38 a Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee or were any such loans made in a prior year and still outstanding at the end of the tax year covered by this return?	38b	
b If "Yes," complete Schedule L, Part II and enter the total amount involved	39a	
39 Section 501(c)(7) organizations Enter	39b	
a Initiation fees and capital contributions included on line 9		
b Gross receipts, included on line 9, for public use of club facilities		
40 a Section 501(c)(3) organizations Enter amount of tax imposed on the organization during the year under section 4911 ► _____, section 4912 ► _____, section 4955 ► _____	40b	
b Section 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 engage in an excess benefit transaction in a prior year that has not been reported on any of its prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I		
c Section 501(c)(3) and 501(c)(4) organizations Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958		
d Section 501(c)(3) and 501(c)(4) organizations Enter amount of tax on line 40c reimbursed by the organization		
e All organizations At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T	40e	X
41 List the states with which a copy of this return is filed ►		
42 a The organization's books are in care of ► BERNIE HERRMANN Telephone no ► 412-767-5000 Located at ► 900 ROUTE 910 INDIANOLA, PA ZIP + 4 ► 15051		
b At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)? If "Yes," enter the name of the foreign country ► See the instructions for exceptions and filing requirements for Form TD F 90-22.1, Report of Foreign Bank and Financial Accounts.	42b	X
c At any time during the calendar year, did the organization maintain an office outside of the U S? If "Yes," enter the name of the foreign country ►	42c	X
43 Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041-Check here and enter the amount of tax-exempt interest received or accrued during the tax year ► 43		
44 a Did the organization maintain any donor advised funds during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ	44a	X
b Did the organization operate one or more hospital facilities during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ	44b	X
c Did the organization receive any payments for indoor tanning services during the year?	44c	X
d If "Yes," to line 44c, has the organization filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O	44d	
45 a Did the organization have a controlled entity within the meaning of section 512(b)(13)?	45a	X
45 b Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," Form 990 and Schedule R may need to be completed instead of Form 990-EZ (see instructions)	45b	X



**Political Campaign and Lobbying Activities**

**2011**

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If the organization answered "Yes," to Form 990, Part IV, line 3, or Form 990-EZ, Part V, line 46 (Political Campaign Activities), then

- Section 501(c)(3) organizations Complete Parts I-A and B Do not complete Part I-C
- Section 501(c) (other than section 501(c)(3)) organizations Complete Parts I-A and C below Do not complete Part I-B
- Section 527 organizations Complete Part I-A only

If the organization answered "Yes," to Form 990, Part IV, line 4, or Form 990-EZ, Part VI, line 47 (Lobbying Activities), then

- Section 501(c)(3) organizations that have filed Form 5768 (election under section 501(h)) Complete Part II-A Do not complete Part II-B
- Section 501(c)(3) organizations that have NOT filed Form 5768 (election under section 501(h)) Complete Part II-B Do not complete Part II-A

If the organization answered "Yes," to Form 990, Part IV, line 5 (Proxy Tax) or Form 990-EZ, Part V, line 35c (Proxy Tax), then

- Section 501(c)(4), (5), or (6) organizations Complete Part III

Name of organization	Employer identification number
METALS SERVICE CENTER INSTITUTE PITTSBURGH CH	90-0388984

**Part I-A Complete if the organization is exempt under section 501(c) or is a section 527 organization.**

- 1 Provide a description of the organization's direct and indirect political campaign activities in Part IV
- 2 Political expenditures . . . . . ► \$
- 3 Volunteer hours . . . . .

**Part I-B Complete if the organization is exempt under section 501(c)(3).**

- 1 Enter the amount of any excise tax incurred by the organization under section 4955 . . . . . ► \$
- 2 Enter the amount of any excise tax incurred by organization managers under section 4955 . . . . . ► \$
- 3 If the organization incurred a section 4955 tax, did it file Form 4720 for this year? . . . . .  Yes  No
- 4a Was a correction made? . . . . .  Yes  No
- b If "Yes," describe in Part IV

**Part I-C Complete if the organization is exempt under section 501(c), except section 501(c)(3).**

- 1 Enter the amount directly expended by the filing organization for section 527 exempt function activities . . . . . ► \$
- 2 Enter the amount of the filing organization's funds contributed to other organizations for section 527 exempt function activities . . . . . ► \$
- 3 Total exempt function expenditures Add lines 1 and 2 Enter here and on Form 1120-POL, line 17b . . . . . ► \$
- 4 Did the filing organization file Form 1120-POL for this year? . . . . .  Yes  No
- 5 Enter the names, addresses and employer identification number (EIN) of all section 527 political organizations to which the filing organization made payments For each organization listed, enter the amount paid from the filing organization's funds Also enter the amount of political contributions received that were promptly and directly delivered to a separate political organization, such as a separate segregated fund or a political action committee (PAC) If additional space is needed, provide information in Part IV

(a) Name	(b) Address	(c) EIN	(d) Amount paid from filing organization's funds If none, enter -0-	(e) Amount of political contributions received and promptly and directly delivered to a separate political organization If none, enter -0-
(1)				
(2)				
(3)				
(4)				
(5)				
(6)				

**Part II-A** **Complete if the organization is exempt under section 501(c)(3) and filed Form 5768 (election under section 501(h)).**

**A** Check ►  if the filing organization belongs to an affiliated group (and list in Part IV each affiliated group member's name, address, EIN, expenses, and share of excess lobbying expenditures)

**B** Check ►  if the filing organization checked box A and "limited control" provisions apply

**Limits on Lobbying Expenditures**

(The term "expenditures" means amounts paid or incurred.)

**1a** Total lobbying expenditures to influence public opinion (grass roots lobbying) . . . . .  
**b** Total lobbying expenditures to influence a legislative body (direct lobbying) . . . . .  
**c** Total lobbying expenditures (add lines 1a and 1b) . . . . .  
**d** Other exempt purpose expenditures . . . . .  
**e** Total exempt purpose expenditures (add lines 1c and 1d) . . . . .  
**f** Lobbying nontaxable amount Enter the amount from the following table in both columns

If the amount on line 1e, column (a) or (b) is:	The lobbying nontaxable amount is:
Not over \$500,000	20% of the amount on line 1e
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

**g** Grassroots nontaxable amount (enter 25% of line 1f) . . . . .  
**h** Subtract line 1g from line 1a. If zero or less, enter -0- . . . . .  
**i** Subtract line 1f from line 1c. If zero or less, enter -0- . . . . .  
**j** If there is an amount other than zero on either line 1h or line 1i, did the organization file Form 4720 reporting section 4911 tax for this year? . . . . .  Yes  No

**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 2a through 2f on page 4.)

**Lobbying Expenditures During 4-Year Averaging Period**

Calendar year (or fiscal year beginning in)	(a) 2008	(b) 2009	(c) 2010	(d) 2011	(e) Total
<b>2a</b> Lobbying nontaxable amount					
<b>b</b> Lobbying ceiling amount (150% of line 2a, column (e))					
<b>c</b> Total lobbying expenditures					
<b>d</b> Grassroots nontaxable amount					
<b>e</b> Grassroots ceiling amount (150% of line 2d, column (e))					
<b>f</b> Grassroots lobbying expenditures					

**Part II-B** **Complete if the organization is exempt under section 501(c)(3) and has NOT filed Form 5768 (election under section 501(h)).**

For each "Yes" response to lines 1a through 1i below, provide in Part IV a detailed description of the lobbying activity

	(a)		(b)
	Yes	No	Amount
1 During the year, did the filing organization attempt to influence foreign, 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 1c through 1i)? . . . . .			
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 similar means? . . . . .			
i Other activities? . . . . .			
j Total Add lines 1c through 1i . . . . .			
2a Did the activities in line 1 cause the organization to be not described in section 501(c)(3)? . . . . .			
b If "Yes," enter the amount of any tax incurred under section 4912 . . . . .			
c If "Yes," enter the amount of any tax incurred by organization managers under section 4912 . . . . .			
d If the filing organization incurred a section 4912 tax, did it file Form 4720 for this year? . . . . .			

**Part III-A** **Complete if the organization is exempt under section 501(c)(4), section 501(c)(5), or section 501(c)(6).**

	Yes	No
1 Were substantially all (90% or more) dues received nondeductible by members? . . . . .	1	X
2 Did the organization make only in-house lobbying expenditures of \$2,000 or less? . . . . .	2	X
3 Did the organization agree to carry over lobbying and political expenditures from the prior year? . . . . .	3	X

**Part III-B** **Complete if the organization is exempt under section 501(c)(4), section 501(c)(5), or section 501(c)(6) and if either (a) BOTH Part III-A, lines 1 and 2, are answered "No" OR (b) Part III-A, line 3, is answered "Yes."**

1 Dues, assessments and similar amounts from members. . . . .	1	
2 Section 162(e) nondeductible lobbying and political expenditures (do not include amounts of political expenses for which the section 527(f) tax was paid).		
a Current year . . . . .	2a	
b Carryover from last year . . . . .	2b	
c Total . . . . .	2c	
3 Aggregate amount reported in section 6033(e)(1)(A) notices of nondeductible section 162(e) dues . . . . .	3	
4 If notices were sent and the amount on line 2c exceeds the amount on line 3, what portion of the excess does the organization agree to carryover to the reasonable estimate of nondeductible lobbying and political expenditure next year? . . . . .		
5 Taxable amount of lobbying and political expenditures (see instructions) . . . . .	4	
	5	

**Part IV** **Supplemental Information**

Complete this part to provide the descriptions required for Part I-A, line 1, Part I-B, line 4, Part I-C, line 5, Part II-A, and Part II-B, line

1 Also, complete this part for any additional information

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SCHEDULE O**  
**(Form 990 or 990-EZ)**Department of the Treasury  
Internal Revenue Service**Supplemental Information to Form 990 or 990-EZ**Complete to provide information for responses to specific questions on  
Form 990 or 990-EZ or to provide any additional information.

► Attach to Form 990 or 990-EZ.

OMB No 1545-0047

**2011****Open to Public  
Inspection****METALS SERVICE CENTER INSTITUTE PITTSBURGH CHAPTER**Employer identification number  
**90-0388984****01. List of grants and similar amounts paid (Part I, line 10)**

<b>ACTIVITY</b>	<b>SCHOLARSHIP</b>
<b>GRANTEE</b>	<b>KELLIE PAINTER</b>
<b>ADDRESS</b>	<b>COLLEGE FUNDS</b>
<b>PITTSBURGH PA 15220</b>	
<b>RELATIONSHIP</b>	<b>NONE</b>
<b>AMOUNT</b>	<b>2,000</b>
<hr/>	
<b>ACTIVITY</b>	<b>SCHOLARSHIP</b>
<b>GRANTEE</b>	<b>AMANDA VOSS</b>
<b>ADDRESS</b>	<b>COLLEGE FUNDS</b>
<b>PITTSBURGH PA 15220</b>	
<b>RELATIONSHIP</b>	<b>NONE</b>
<b>AMOUNT</b>	<b>2,000</b>
<hr/>	
<b>ACTIVITY</b>	<b>SCHOLARSHIP</b>
<b>GRANTEE</b>	<b>ZACHARY HERMANN</b>
<b>ADDRESS</b>	<b>COLLEGE FUNDS</b>
<b>PITTSBURGH PA 15220</b>	
<b>RELATIONSHIP</b>	<b>NONE</b>
<b>AMOUNT</b>	<b>2,000</b>
<hr/>	
<b>ACTIVITY</b>	<b>SCHOLARSHIP</b>
<b>GRANTEE</b>	<b>JORDAN MCELHANEY</b>
<b>ADDRESS</b>	<b>COLLEGE FUNDS</b>

Name of the organization

METALS SERVICE CENTER INSTITUTE PITTSBURGH CHAPTER

Employer identification number

90-0388984

PITTSBURGH PA 15220

RELATIONSHIP    NONE

AMOUNT    2,000

ACTIVITY    SCHOLARSHIP

GRANTEE    JULIENE FERN

ADDRESS    COLLEGE FUNDS

PITTSBURGH PA 15220

RELATIONSHIP    NONE

AMOUNT    2,000

ACTIVITY    SCHOLARSHIP

GRANTEE    MARA STEINMETZ

ADDRESS    COLLEGE FUNDS

PITTSBURGH PA 15220

RELATIONSHIP    NONE

AMOUNT    2,000

ACTIVITY    SCHOLARSHIP

GRANTEE    STEPHEN POSNEY

ADDRESS    COLLEGE FUNDS

PITTSBURGH PA 15220

RELATIONSHIP    NONE

AMOUNT    2,000

ACTIVITY    SCHOLARSHIP

GRANTEE    AMY TEMPLIN

Name of the organization

**METALS SERVICE CENTER INSTITUTE PITTSBURGH CHAPTER**

Employer identification number

**90-0388984****ADDRESS** COLLEGE FUNDS

PITTSBURGH PA 15220

**RELATIONSHIP** NONE**AMOUNT** 2,000

