



AI Readiness Checklist for Nonprofits

AI Reality Check

- AI is already impacting nonprofits; ignoring it creates operational risk.
- Adoption does NOT have to mean automation or job loss.
- Ethical, mission-aligned use requires intentional leadership and oversight.

Common AI Myths (To Unlearn Now)

- AI will replace all nonprofit workers
- AI is a magic bullet for fundraising, outreach, or admin
- AI is too technical or expensive to implement
- Humans become obsolete once AI is integrated
- AI can't be ethical or values-aligned
- AI kills creativity and innovation
- AI is just a passing technology fad

Minimum Readiness Protections

- Have a basic AI use policy (even 1 page) with do's/don'ts
- Identify low-risk use cases first (NOT urgent service delivery)
- Ensure human oversight in every process AI touches
- Audit your tools for data privacy, bias risk, and IP ownership
- Avoid 'free' tools that don't guarantee data protection

Mission-First AI Filters

- Does this support our mission or just save time?
- Could this tool harm trust with donors, clients, or staff?
- Are staff part of the planning and rollout?
- Is the vendor nonprofit-safe? (Check exportability, IP terms, support)