AI Policy & Procedure Resources for Small Nonprofits

Here are high-quality AI Policy & Procedures templates, toolkits, and handouts designed specifically for small nonprofit organizations. These resources can help you craft ethical, practical, and mission-aligned AI governance.

NFPs.AI – AI Policy Template for Nonprofits

A detailed, ready-to-download Word or PDF AI Policy Template tailored to nonprofits, focusing on ethics, governance, risk management, and operational alignment with mission goals.

> *Link: https://nfps.ai/resources/ai-policy-template/?utm_source=chatgpt.com*

AI Governance Framework for Nonprofits

The AI Governance Framework for Nonprofits was developed with insights from nearly two dozen nonprofit leaders to help organizations navigate AI adoption and management. The framework was sponsored by Microsoft and created by noted AI advisor, Afua Bruce, author of The Tech that Comes Next, founder and principal of ANB Advisory Group, and faculty member at Carnegie Mellon University.

> *Link: https://techcommunity.microsoft.com/t5/nonprofit-community-blog/introducing-an-ai-governance-framework-for-nonprofits/ba-p/4217132*

Version2.ai – Nonprofit AI Internal Use Policy Template

A comprehensive framework for responsible use of AI and large language models (LLMs) within nonprofits, customizable to your organization's structure and context.

> *Link: https://www.version2.ai/nonprofit-ai-toolkit-internal-use-policy?utm_source=chatgpt.com*

Responsible AI Institute – AI Policy Template

Built on ISO/IEC 42001 and NIST AI Risk Management Framework, this template includes governance rules, data practices, risk processes, and procurement procedures.

> *Link: https://www.responsible.ai/ai-policy-template/?utm_source=chatgpt.com*

CareMessage – Free AI Policy Toolkit

A suite of editable Word files including: Acceptable Use Policy for AI, Internal review forms for proposed AI use cases, Tool-specific guidance for teams—particularly suited for smaller nonprofit environments.

Link: https://www.caremessage.org/ai-policy-toolkit/?utm_source=chatgpt.com

Community IT Innovators – Acceptable Use of AI Tools Template

A short, nonprofit-focused policy template (freely reusable) covering ethical principles and operational norms for AI in the workplace.

Link: https://nfps.ai/resources/ai-policy-template/?utm_source=chatgpt.com

NTEN / ANB Advisory – AI Policy Template PDF

A color-coded PDF template published in September 2024, built to create or adapt an AI Governance Framework for nonprofits based on organizational needs.

Link: https://word.nten.org/wp-content/uploads/2024/08/AI-Policy-Template-by-ANB-Advisory.pdf?utm_source=chatgpt.com

FreeWill – Sample Nonprofit AI Use Policy Template

A donor- and fundraiser-focused policy template that helps nonprofits communicate trust and clarity about AI usage within fundraising practices.

Link: https://www.nonprofits.freewill.com/resources/writing-templates/sample-nonprofit-ai-use-policy-template?utm_source=chatgpt.com

HR Intervals – Generative AI Acceptable Use Policy Outline & Checklist

An outline and checklist format policy specifically aimed at generative AI tools, structured around nonprofit values like transparency, bias mitigation, and data privacy.

Link: https://hrintervals.ca/resources/generative-ai-acceptable-use-policy-outline-checklist/?utm_source=chatgpt.com