# Mission-Aligned AI Adoption Model for Nonprofits

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## Executive Summary

AI is already present in nonprofit work—informally, inconsistently, and often without oversight. ***The risk is not adoption. The risk is unmanaged adoption.***

Nonprofits that succeed will not be those that experiment the most, but those that adopt AI intentionally, align it with the mission, govern it appropriately, and integrate it into how work gets done.

## The Nonprofit Reality

Nonprofit organizations operate under constant constraints, including funding volatility, limited staffing, administrative burdens, and increasing cybersecurity risks.

AI has the potential to improve productivity across key functions, including grant writing, donor communication, board reporting, case documentation, and knowledge management.

However, unstructured adoption introduces real risks: exposure of sensitive data, inaccurate outputs, overreliance without validation, and inconsistent usage across staff.

As a result, AI should not be treated as a short-term experiment, but as a core workforce capability requiring intentional development, clear boundaries, and structured adoption.

## Why This Approach Matters for MSP Support

Implementing AI in nonprofits is not just a technology decision; it is an operational decision. Effective adoption requires alignment across security and data protection**,** operational workflows, and staff capability and training.

Many organizations struggle more with integrating tools responsibly into daily operations than with selecting the right ones.

This paper introduces a practical framework to help nonprofit organizations move from informal AI use to structured, mission-aligned adoption.

## The Mission-Aligned AI Adoption Model for Nonprofits

Nonprofit organizations benefit most from a structured approach to AI adoption, one that balances opportunity with risk, and innovation with mission alignment.

This model outlines a practical path for moving from informal, unstructured use of AI to intentional, governed, and integrated adoption.

### Stage 1: AI Literacy & Guardrails

Build foundational understanding, define boundaries, and establish safe usage.

### Stage 2: Mission-Aligned Use Cases

Identify and prioritize AI applications that directly support mission delivery.

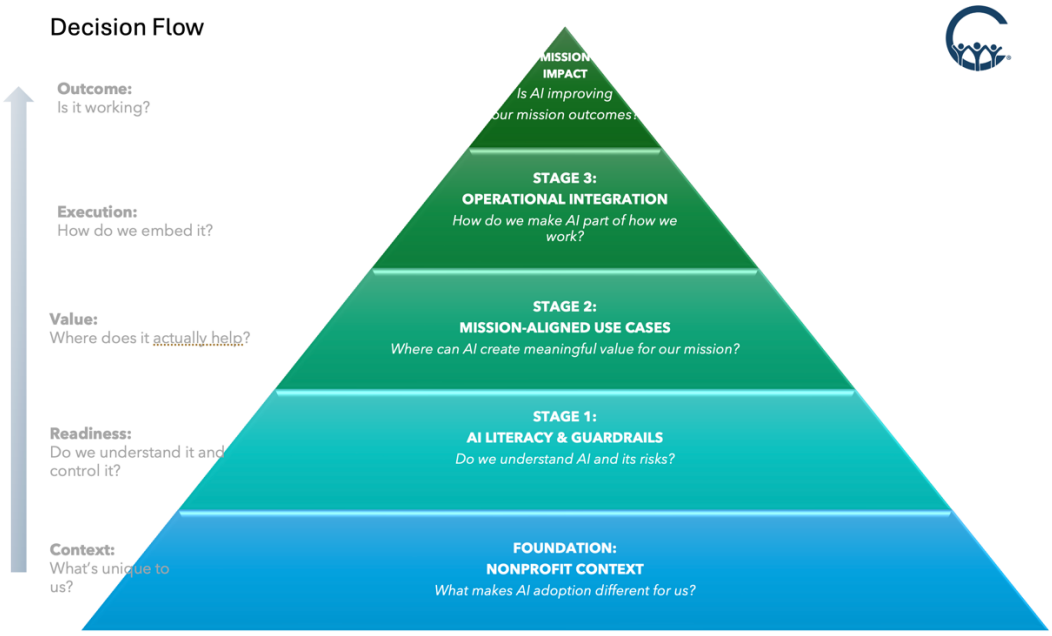
### Stage 3: Operational Integration

Embed AI into workflows with governance, oversight, and continuous improvement.

These stages are not purely sequential. Organizations may revisit earlier stages as their AI use evolves. However, strong outcomes depend on building a ***solid foundation***.

This foundation reflects the operating realities of nonprofit organizations. Decisions on AI adoption must be guided by ***mission priorities, constrained resources, and heightened security and compliance needs***. Unlike other sectors, nonprofits cannot pursue broad experimentation without clear purpose and boundaries.

As a result, each stage of this model should be interpreted through this context, ensuring that AI is applied in ways that strengthen mission delivery, protect sensitive information, and make effective use of limited staff capacity.




## Stage 1 - AI Literacy & Guardrails

Without a clear understanding, AI poses significant risks. Improving AI literacy enhances organizational capability and helps prevent unintended outcomes. The initial phase of AI adoption centers on establishing a basic understanding throughout the organization and setting clear boundaries for its use.

Without this foundation, adopting AI can cause more harm than good. This phase isn't about deploying tools; it's about making sure leadership and staff understand what AI is, how it should be used, and where its use needs to be restricted.

The key components of this stage include:

### Executive and Board Alignment

Leadership must establish a shared understanding of AI's role within the organization, including how it supports mission delivery and the organization's risk tolerance.

### Staff AI Literacy (Foundational Skills)

Staff should develop baseline capability to understand AI tools, identify appropriate use cases, and apply basic prompting and evaluation techniques.

### Clear AI Usage Boundaries

Organizations must define what is permitted and what is not, particularly regarding sensitive data, donor information, and internal content.

### Data Classification Review

Existing data policies should be reviewed to determine what information can and cannot be used within AI tools, ensuring alignment with privacy and compliance requirements.

### Initial Guardrails Through Policy and Governance

Establish interim guidelines that define approved tools, require human oversight, and set expectations for responsible use.

## Stage 2 - Mission-Aligned Use Cases

Once a foundation of AI literacy and guardrails is established, organizations can begin identifying and implementing AI in ways that directly support mission delivery.

This stage focuses on moving from general awareness to practical application, ensuring that AI is used intentionally to improve how work gets done, rather than for experimentation alone.

The goal is not to deploy AI broadly, but to apply it selectively in areas where it can create meaningful impact while maintaining appropriate oversight.

The key components of this stage include:

### Identify Workflows Aligned with Mission Priorities

Focus on time-intensive workflows that directly support mission outcomes, such as grant writing, donor communication, reporting, and program documentation.

### Establish Clear Purpose for Each Use Case

Define what success looks like before implementation. Each use case should have a clear objective (e.g., will it reduce time, improve quality, or increase consistency).

### Prioritize Based on Impact and Risk

Evaluate potential use cases based on expected return (time savings, quality improvement, capacity gain) and associated risks (data sensitivity, accuracy requirements).

### Pilot Targeted Implementations

Test a small number of prioritized use cases in controlled environments. Avoid broad rollout until effectiveness and risks are better understood.

### Measure Outcomes and Learn

Track results such as time saved, improvements in output quality, and increased staff capacity. Use findings to refine approach and inform broader adoption.

## Stage 3 - Operational Integration

As AI usage expands, organizations must move from isolated pilots to consistent, organization-wide practices. This stage focuses on embedding AI into daily workflows while maintaining appropriate oversight, accountability, and risk management.

The objective is to ensure that AI use is not dependent on individual experimentation but is integrated into how work is performed - consistently, securely, and in alignment with organizational standards.

The key components of this stage include:

### Formalize AI Usage Policy

You will update, approve, and formalize the current AI policy, which defines acceptable use, data-handling standards, approved tools, and expectations for human oversight. You should define a governance framework before starting this journey, as part of the organization's acceptable use policy.

### Embed AI into Operational Workflows

Integrate AI into standard processes and tools so that usage becomes consistent and repeatable, rather than ad hoc.

### Establish Ongoing Monitoring and Review

Regularly evaluate AI usage, including effectiveness, risks, and alignment with organizational goals. Adjust policies and practices as needed.

### Continue Workforce Development

Expand AI literacy beyond foundational skills, ensuring staff continue to build capability as tools and use cases evolve.

## Conclusion

Community IT knows that nonprofits have the entrepreneurial spirit to pursue AI capabilities in support of their missions; we also know that it is not a simple task to embrace and integrate a brand-new technology throughout your organizational operations and strategy.

We are here to help. Contact us and find more resources on our website [www.communityit.com](http://www.communityit.com).

Author:

Johanny Torrico brings over thirty years of experience managing teams and operations to her role as President and Chief Operating Officer at Community IT, where she leads the largest internal team providing services to clients. A calm and organized leader, Johanny is responsible for the service and technical operations for all the teams at Community IT. She also leads staff development and internal business processes, with a focus on staff retention and career mentoring.

As Chief Operating Officer Johanny played a critical role in leading the dramatic expansion of our service operations. She established new teams, expanded company management and led the successful adoption of a wide range of new technologies. Johanny has a special ability to promote standardization of our services in ways that add value for our clients. Johanny brings decades of experience, professional maturity and tremendous skillsets as a business leader.

During her tenure at Community IT, Johanny has mastered every role she has taken on including network administrator, network engineer, and service manager. She still enjoys providing technical support to our clients, participating in our professional services team, and implementing technical solutions. She draws on her long experience interacting with nonprofit clients in various roles to understand how best to partner with our community.

Prior to joining Community IT, Johanny served as Director of Technology for The National Association of People with AIDS (NAPWA) for nearly four years. Previously, she worked for 11 years at Whole Foods Market, where she was the Facility Leader for their food plant in Landover. Through these management experiences Johanny gained extensive leadership, planning, management, and customer service skills.

Johanny holds a B.S. in Computer Information Systems. She is a VMWare Certified Professional and a Microsoft Certified IT Professional for Office 365.