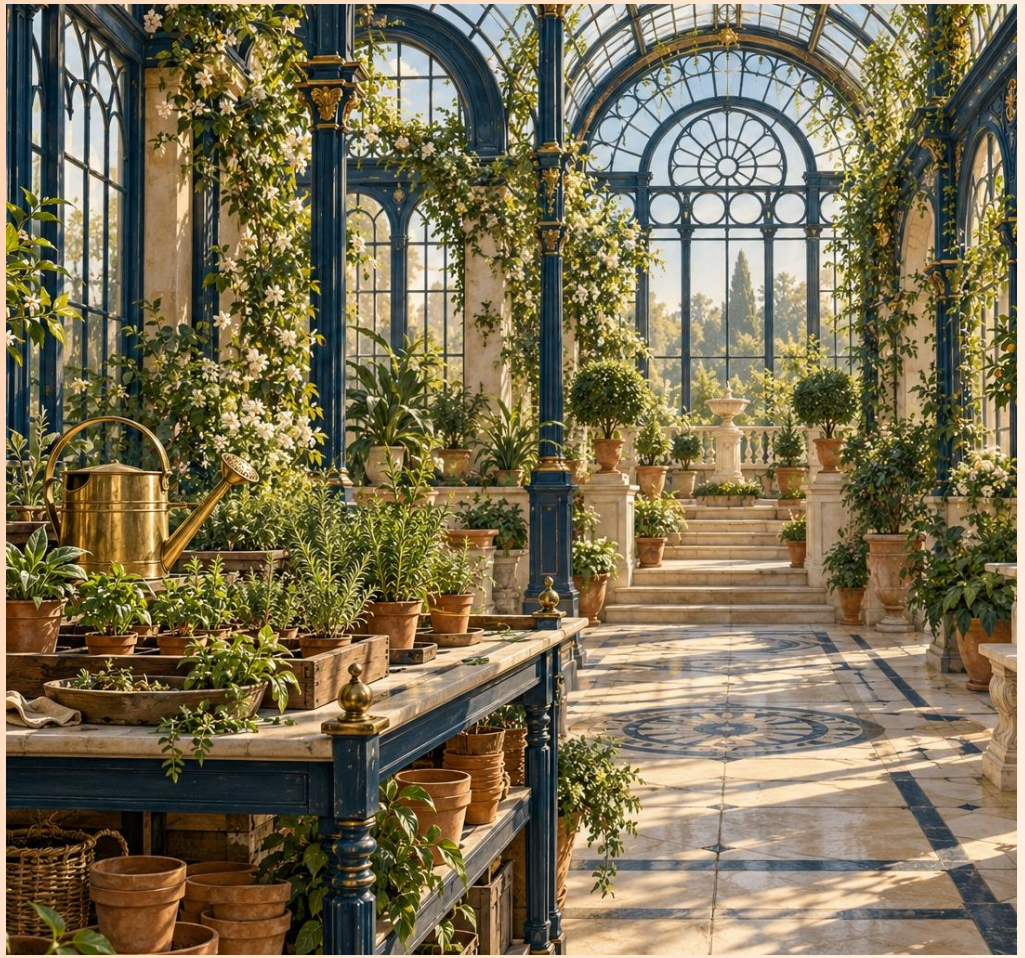
AI Adoption Without an AI Team

A practical five-step path
for civil society organisations



Conscious AI Summit 2026
Kate Lukien, Practice Lead AI Adoption

AI 4 NGO

What would you like to improve?

One task. One useful improvement.

Keep your own example in mind.



Interest needs organisational support

76%

had no AI strategy

80%

had no AI acceptable-use policy

TechSoup / Tapp Network, 2025. Survey findings. The measures overlap.

Five decisions for your first AI pilot

01	02	03	04	05
Task	**Owner**	**Boundaries**	**Tools**	**Pilot**

One mission-relevant piece of work

AI4NGO five-step path. People support informed by Prosci ADKAR.

Choosing a useful first task

01 **Recurring work**

02 **Permitted source material**

03 **A result someone can check**



Example: drafting a donor report

Approved sources

First narrative draft

Programme lead reviews

Aggregate figures
Programme updates
Reporting template

Illustrative scenario. Beneficiary records stay outside this pilot.

Clear roles and responsibility



Pilot owner

Time to coordinate the work

Leadership lead

Authority to support and decide

AI4NGO ownership approach, informed by Prosci PCT.

Supporting people through change

A	D	K	A	R
Awareness	**Desire**	**Knowledge**	**Ability**	**Reinforcement**
Why change?	Why take part?	How does it work?	Can I do it?	What sustains it?

Prosci ADKAR® Model

Clear boundaries for the pilot

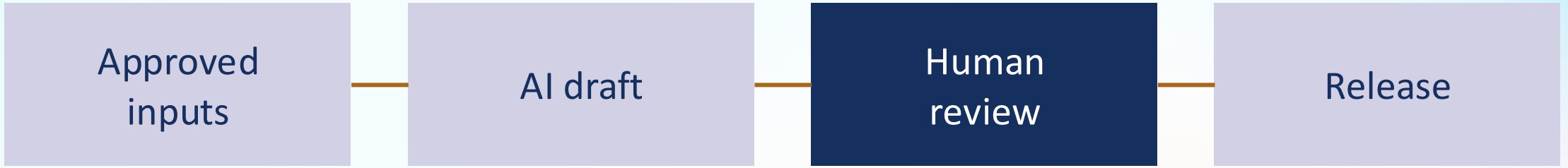
In this first pilot

Approved aggregate inputs
Human approval before release

No beneficiary records
No decisions about access to aid



A polished draft still needs checking



Check facts against sources

Unresolved issues return for correction

Illustrative approval workflow for the reporting pilot.

Your existing tools and controls

Work accounts

Permissions and settings

Actual licence coverage



An eight-week pilot plan



A decision date, with permission to pause earlier

Illustrative schedule. The test needs enough comparable work.

Evaluating value, quality and adoption

Value

Total effort
and quality

Adoption

Use in real
eligible tasks

Reasons to pause

Data exposure
or unreliable review

Continue

Revise

Stop

When AI use is already happening



Understand the task

What are people trying to do?

Offer a usable route

Approved tools and guidance

Keep support visible

A person to ask

Keeping ownership and guidance current

A visible record	Use case, owner and approved scope
Usable guidance	A clear route for questions and incidents
Regular review	Quarterly, or sooner when things change

Review frequency should match the risk and the pace of change.

Discuss your first AI pilot with AI4NGO

A consultation for your organisation

info@ai4ngo.org

ai4ngo.org/advisory

Plan your first AI pilot

Questions

What would help you start your first pilot?



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