

Name the worry. Then write the rule.

These are the fears people bring to AI. Every one is fair. Next to each one is the rule in your policy that answers it.

“Private information about the people we serve will leak.” Who worries: Everyone	→	Personal information never goes into AI chat tools. Anything that handles it gets a written privacy check.
“AI will make things up, and we'll send it out.” Who worries: Leaders, Funders	→	A person checks every fact before anything leaves.
“AI will make unfair decisions about people.” Who worries: Communities	→	AI never decides who gets help, money or a job. We check for bias first.
“The people we serve won't know, or won't have a choice.” Who worries: Communities	→	We tell them, explain on request, and always offer a person instead.
“AI will replace our staff.” Who worries: Staff	→	AI takes on paperwork. People keep the work with people.
“We'll lose the human touch.” Who worries: Donors, Leaders	→	We tell people when AI helped, and a person signs everything.
“We don't know where our data goes.” Who worries: Funders, Boards	→	Every tool is listed, with where it keeps data.
“Money goes into tools nobody owns or uses.” Who worries: Funders	→	Every tool has an owner. Every automation has an off switch. We can leave any tool.
“If it goes wrong, nobody is responsible.” Who worries: Everyone	→	A named person answers for it, and we tell people quickly.

Talk about it: Which of these worries you most? What is missing from this list?