

The 10 Best First AI Use Cases for Nonprofits

a practical training pack for choosing realistic nonprofit AI use cases before training or buildout

6 copy-paste prompts 1 chapters nonprofit executives, program directors, development teams, operations teams, communications teams, grant writers, community organizations exploring AI adoption

A FIELD GUIDE, NOT A BINDER

A nonprofit team can quickly see where AI may help first, choose the most relevant use cases, and identify which ones are ready for training, workflow design, or a prototype.

WELCOME

What this pack helps you build

A nonprofit team can quickly see where AI may help first, choose the most relevant use cases, and identify which ones are ready for training, workflow design, or a prototype.

THE HUMAN BOUNDARY

AI may help draft, summarize, organize, translate, review, and create first-pass materials. A responsible human confirms facts, context, permissions, tone, eligibility, impact claims, data use, and final decisions. This pack does not cover: invent impact numbers, testimonials, or program results; send AI-generated donor or participant messages without review; automate sensitive intake decisions without safeguards.

THE WORKFLOW

01 choose first use cases -> 02 convert use case to workflow -> 03 try starter prompts -> 04 capture risk and review -> 05 choose next path

Choose the tool that fits the work

TOOL	SHINES AT	GOOD TO KNOW
AI assistant	ChatGPT, Claude, Gemini, Microsoft Copilot, or an approved equivalent.	Tool names are examples, not endorsements. Features, plans, data-handling terms, and organizational approvals change. Use the tools your organization has approved.
Source material	sanitized program notes, reports, donor communications, meeting notes, SOPs, public research, or approved internal documents.	Tool names are examples, not endorsements. Features, plans, data-handling terms, and organizational approvals change. Use the tools your organization has approved.
Review partners	program lead, development lead, operations lead, communications lead, or executive sponsor as appropriate.	Tool names are examples, not endorsements. Features, plans, data-handling terms, and organizational approvals change. Use the tools your organization has approved.
Storage	a shared use-case list, workflow card, and pilot tracker.	Tool names are examples, not endorsements. Features, plans, data-handling terms, and organizational approvals change. Use the tools your organization has approved.

Prompt Set

Nonprofit teams are often asked to do more with limited staff, limited time, and high accountability. This guide gives practical first AI use cases that are realistic for nonprofit work: grants, programs, reporting, communications, intake, donor stewardship, operations, and knowledge management. The guide does not assume that every nonprofit should automate everything. It helps teams start with useful, human-reviewed workflows that save time, improve clarity, and protect trust.

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Prompt 1 — Nonprofit Use Case Prioritizer

PURPOSE

Helps a nonprofit choose the best AI starting points.

WHEN TO USE IT

Use before buying training or building tools.

COPY & PASTE PROMPT

We are a nonprofit organization focused on [mission/programs]. Our team struggles with [pain points]. Review these 10 possible AI use cases: grant drafting, program reporting, intake and triage, meeting notes, SOPs, donor stewardship, volunteer onboarding, community communications, research scans, and internal knowledge support. Recommend the best 3 starting use cases for us. Score each by usefulness, ease of testing, risk, required human review, and value to our mission. Explain what we should try first and what we should avoid for now.

PRO TIPS

- Add team size, budget constraints, and tools already used.
- Have the responsible human confirm accuracy and appropriateness before the output is used.

EXAMPLE OUTPUT

A prioritized AI use case list.

WHAT'S NEXT

Use the top use case to choose LEAP modules or scope a SPRINT.

Prompt 2 — Use Case to Workflow Converter

PURPOSE

Turns a selected use case into an actionable workflow.

WHEN TO USE IT

Use after choosing one nonprofit AI use case.

COPY & PASTE PROMPT

Turn this nonprofit AI use case into a practical workflow: [use case]. Include goal, user, trigger, inputs, AI-assisted steps, human review, output, risks, privacy considerations, success measures, and a small pilot plan. Keep it realistic for a nonprofit team with limited staff capacity.

PRO TIPS

- Ask for a version that can be tested in one week.
- Have the responsible human confirm accuracy and appropriateness before the output is used.

EXAMPLE OUTPUT

A usable workflow design.

WHAT'S NEXT

Move into the AI Workflow Starter Kit or SPRINT.

Prompt 3 — Grant Drafting Starter

PURPOSE

Creates a first grant response from program material.

WHEN TO USE IT

Use when drafting or refreshing grant language.

COPY & PASTE PROMPT

Help draft a grant response using these notes: [paste safe program notes]. Funder question: [paste question]. Draft a clear response that explains the need, our approach, who we serve, expected outcomes, and why the work matters. Use plain, funder-ready language. Do not invent statistics or commitments. Flag any missing details we should verify.

PRO TIPS

- Add word count, funder name, and tone if known.
- Have the responsible human confirm accuracy and appropriateness before the output is used.

EXAMPLE OUTPUT

A first grant response draft plus missing information list.

WHAT'S NEXT

Use human review before submission.

Prompt 4 — Program Report Starter

PURPOSE

Turns activity notes into a clearer report section.

WHEN TO USE IT

Use when preparing funder, board, or internal updates.

COPY & PASTE PROMPT

Turn these program notes into a concise report section: [paste notes]. Organize the output into what happened, who was served, early outcomes, challenges, lessons learned, and next steps. Do not exaggerate impact. Separate confirmed facts from assumptions or items that need verification.

PRO TIPS

- Add reporting period and audience.
- Have the responsible human confirm accuracy and appropriateness before the output is used.

EXAMPLE OUTPUT

A structured program update.

WHAT'S NEXT

Use for board packets, funder updates, or internal reviews.

Prompt 5 — Community Message Clarity Review

PURPOSE

Improves public-facing nonprofit communication.

WHEN TO USE IT

Use before sending messages to participants, partners, donors, or community members.

COPY & PASTE PROMPT

Review this message for clarity, warmth, accessibility, and trust: [paste message]. Improve it so the audience can quickly understand what is happening, who it is for, what they need to do, when it matters, and where to get help. Keep the tone respectful and plainspoken. Do not make the message sound corporate or robotic.

PRO TIPS

- Ask for versions at different reading levels or in another language if appropriate.
- Have the responsible human confirm accuracy and appropriateness before the output is used.

EXAMPLE OUTPUT

A clearer community-ready message.

WHAT'S NEXT

Use human review for sensitive or high-stakes communications.

Prompt 6 — Internal Knowledge Helper Starter

PURPOSE

Helps staff reuse approved knowledge without starting from scratch.

WHEN TO USE IT

Use when staff repeatedly ask where information lives or what has already been written.

COPY & PASTE PROMPT

Design a safe internal knowledge helper use case for our nonprofit. We have information in [documents/systems]. Staff often need help finding [types of information]. Propose a workflow that helps staff locate, summarize, and reuse approved information while protecting privacy, source accuracy, and human review. Include what sources are allowed, what sources are not allowed, and how staff should cite or verify answers.

PRO TIPS

- Add the tools and repositories your team actually uses.
- Have the responsible human confirm accuracy and appropriateness before the output is used.

EXAMPLE OUTPUT

A first internal knowledge support workflow.

WHAT'S NEXT

Use this as a SPRINT candidate if the knowledge base is valuable enough.

Make the system yours

The 10 Best First AI Use Cases for Nonprofits Card

Complete this card for the workflow or use case you are running through The 10 Best First AI Use Cases for Nonprofits.

USE CASE NAME

MISSION CONNECTION

TEAM OWNER

CURRENT PAIN POINT

AI ROLE

HUMAN REVIEW

RISK LEVEL

PILOT EXAMPLE

NEXT STEP

WHEN YOU REACH THE LAST PAGE

You have a working system

- ☐ recognize practical nonprofit AI opportunities
- ☐ choose low-risk, high-value first use cases
- ☐ connect AI use to mission and capacity
- ☐ define human review requirements
- ☐ turn a use case into a workflow
- ☐ decide whether the next step is LEAP, SPRINT, policy review, or pause

Keep the human accountable. Let the agent make the work repeatable.