At-A-Glance Chart: How Nonprofits can use AI/ChatGPT

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AT-A-GLANCE CHART: How Nonprofits can use AI/ChatGPT

Automating Routine Inquiries and Communications
- **Respond to Frequently Asked Questions (FAQs):** Automate responses to common queries about the organization’s mission, upcoming events, donation processes, and volunteer opportunities.
- **Engage with Donors and Volunteers:** Provide personalized communication and timely follow-ups, enhancing donor and volunteer experience and engagement.
- **Newsletter and Email Drafting:** Assist in drafting and personalizing newsletters and email campaigns, saving time and ensuring consistent messaging.

Enhancing Fundraising Efforts
- **Grant Writing:** Generate initial drafts of grant proposals, ensuring that key elements are included and tailored to specific funding opportunities.
- **Donor Outreach:** Craft personalized messages for donor outreach, recognizing past contributions and encouraging future support.
- **Social Media Campaigns:** Create engaging content for social media posts and fundraising campaigns, ensuring a cohesive and compelling narrative.

Streamlining Administrative Tasks
- **Scheduling and Coordination:** Automate the scheduling of meetings, events, and volunteer shifts, reducing administrative burden.
- **Data Entry and Management:** Assist with data entry tasks and ensure accurate data management, particularly in donor databases and CRM systems.
- **Report Generation:** Compile and format reports on various activities, including program outcomes, financial summaries, and impact assessments.

Supporting Program Delivery
- **Content Creation:** Develop educational and promotional materials for programs, workshops, and training sessions.
- **Language Translation:** Provide translations for multilingual communities, ensuring accessibility and inclusivity in program delivery.
- **Beneficiary Support:** Offer automated support and information to program beneficiaries, enhancing their experience and engagement with the organization.

Facilitating Research and Analysis
- **Literature Review:** Summarize existing research and literature, helping staff stay informed about the latest developments in their field.
- **Survey Design and Analysis:** Assist in designing surveys and analyzing survey data, providing insights into community needs and program effectiveness.
- **Policy Analysis:** Generate summaries and analyses of relevant policies, aiding in advocacy and policy development efforts.

Enhancing Internal Communication and Collaboration
- **Meeting Summaries:** Provide summaries of meeting discussions and action items, ensuring clear communication and follow-up.
- **Internal Documentation:** Assist in creating and maintaining internal documentation, such as standard operating procedures (SOPs) and training manuals.
- **Idea Generation:** Facilitate brainstorming sessions by generating ideas and suggesting innovative solutions to organizational challenges.

Professional Development and Training
- **Training Modules:** Develop interactive training modules on various topics, such as nonprofit management, fundraising techniques, and volunteer coordination.
- **Resource Recommendations:** Suggest relevant resources, such as articles, books, and courses, to support continuous learning and skill development.
- **Performance Feedback:** Provide constructive feedback on staff and volunteer performance, helping to identify areas for improvement and growth.

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