

# Organizational AI Strategy Canvas

Organization: \_\_\_\_\_ Date: \_\_\_\_\_

A one-page strategic planning tool for L&D leaders navigating AI adoption. Map your current state, plan your moves, measure your progress.

L&D Team Lead: \_\_\_\_\_ Version: \_\_\_\_\_

## 1 CURRENT STATE

- What AI tools are already in use (formally or informally)?
- What's our org's overall AI maturity? (exploring / piloting / scaling)
- What's the current sentiment toward AI? (excitement / anxiety / apathy)
- What L&D processes are most ripe for AI augmentation?

## 2 STRATEGIC PRIORITIES

- What are the top 3 L&D challenges AI could address?
- Which business outcomes would AI in L&D support?
- What does leadership care about most? (cost, speed, quality, scale)
- Where is the biggest gap between what we deliver and what's needed?

## 3 STAKEHOLDER MAP

- Who are our champions? (names & roles)
- Who are the skeptics we need to win over?
- Who controls budget and procurement?
- Who in IT/Security needs to approve tools?
- Who are the early adopters on our team?

## 4 USE CASES (PRIORITIZED)

- QUICK WINS (low effort, visible impact):
  - e.g., AI-assisted content creation, meeting summarization
- STRATEGIC BETS (high effort, transformative):
  - e.g., AI coaching at scale, adaptive learning paths
- EXPERIMENTS TO RUN FIRST:
  - Which 1-2 use cases will we pilot in the next 30 days?

## 5 CAPABILITY GAPS

- What AI skills does our L&D team need?
- Who needs training on prompt engineering / AI literacy?
- Do we need external help? (consultants, vendors, communities)
- What's our plan to upskill ourselves before upskilling others?
- What resources exist? (ATD, Voltage Control, etc.)

## 6 CHANGE MANAGEMENT

- How do we communicate the 'why'?
- How do we build psychological safety?
- What resistance do we anticipate?
- What's our 'fight fear with information' plan?

## 7 GOVERNANCE & ETHICS

- Data privacy: what can/can't we share with AI?
- Bias: how do we audit AI outputs?
- Transparency: do learners know when AI is involved?
- Human oversight: where must a human always decide?

## 8 METRICS & TIMELINE

- 30-day milestone:
- 60-day milestone:
- 90-day milestone:
- KPIs we'll track:
- Review cadence: (weekly / monthly / quarterly)

## 9 BUDGET & RESOURCES

- What's our pilot budget?
- What's the cost of NOT acting?
- ROI expectations (realistic):
- Resource allocation: people, time, tools
- What can we start for free?