

Board AI Brief

One-page template for communicating AI strategy, progress, and ROI to your board.

Company _____

Prepared By _____

Date _____

1. AI STRATEGY SUMMARY

What is the company's AI thesis in one sentence? What are we trying to achieve, and what does success look like in 12 months?

2. CURRENT STATE — KEY METRICS

Revenue per headcount	AI-handled volume (%)	Headcount (now vs. 12mo ago)	Margin impact
\$ _____	_____ %	_____ vs. _____	+/- _____ pts

3. WHERE AI IS DEPLOYED TODAY

Function	What AI handles	Impact
Customer Support		
Finance / Legal		
Marketing / Content		
Sales		
Product / Engineering		
Other: _____		

4. NEXT 90 DAYS — TOP 3 PRIORITIES

1.		Owner: _____
2.		Owner: _____

3.		Owner: _____
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<p>5. RISKS & BLOCKERS</p> <p>What could slow this down or fail? Data, talent, budget, regulatory.</p>	<p>6. BOARD ASK</p> <p>What do you need from the board? Budget, introductions, decisions, patience.</p>
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"If you cannot explain your AI strategy on one page, you do not have one." — The AI Boss