



Our approach to Artificial Intelligence (AI)

At Heart of Bucks, we are committed to using technology responsibly to better serve Buckinghamshire's communities. As we explore the potential of Artificial Intelligence (AI) to enhance our work, we remain guided by our core values of transparency, equity, and community empowerment.

How we use AI

We are beginning to explore AI tools to support our internal operations, such as helping to draft documents, summarise meetings, or analyse anonymised data trends. These tools will be used to assist our staff, not to replace human judgement or decision-making.

All AI-generated material is reviewed and validated by a team member before it is used. Our goal is to free up staff time for what matters most: building relationships and supporting our community partners.

What we will not use AI for

We use AI carefully and within clear boundaries.

Heart of Bucks does not use AI for:

- Making funding or grant decisions.
- Processing or storing personal or sensitive data.
- Producing legal, financial or safeguarding advice.
- Generating or publishing content without human oversight.

All decisions that affect people, funding, or partnerships remain firmly under human oversight.

Protecting privacy and data

We are committed to upholding data protection and confidentiality standards. No personal or confidential information is entered into external AI systems.

Only secure, approved tools are used, and use cases of AI are reviewed under our Data Protection and Information Security policies in line with UK GDPR.

Applicants' use of AI

We recognise that some organisations may use AI tools to help prepare funding applications. We welcome the use of such tools by our grantees, provided that:

- The application content authentically represents your organisation's mission, plans and needs.
- Any AI-generated content is reviewed by your team to ensure accuracy.

If you use AI tools extensively, you are welcome to note this in your application. Our focus remains on your goals and the impact you aim to achieve, not the method by which your application is written.

Our principles for ethical AI use

In alignment with sector best practices, our approach to AI is guided by the following principles:

- **Transparency:** We are open about how we use AI and why.
- **Accountability:** Human oversight is maintained in all AI-assisted processes.
- **Fairness:** We assess our use of AI to avoid bias and uphold inclusion and equity.
- **Security:** We only use secure, approved tools and regularly review associated risks.
- **Ethical Consideration:** We are mindful of AI's wider social and ethical implications, including its potential impacts on privacy, equality and trust.

Learning together

AI is evolving rapidly, and we are committed to learning alongside our partners and communities. We welcome feedback and collaboration from others in the sector as we continue to develop our understanding and practice.

For questions about this statement, or to share your experiences with AI in your own work, please contact us at info@heartofbucks.org.



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