Charity training programme 2025

Dandelion
Applied AI

The **Charity AI Power Up** includes training for the whole team – from the basics to building a custom assistant. Different team members can pick the sessions that fit their role, with unlimited places on the Power Up workshops. Plus, there's 1-2-1 support and an AI planning resource pack.

Length	When	Who is it for	What you'll learn
Kickstart your AI journey: A clear, practical guide to AI for charities – saving hours of research.			
2 hours	17 July 7 Aug	The people shaping your charity's approach to AI	• How charities like yours use AI tools such as ChatGPT or Copilot • What ethical, safe AI use looks like and common pitfalls to avoid • Choosing the right AI tool for your charity • The essential building blocks of a practical, values-aligned AI policy • How to create a simple, actionable plan for your charity's next steps
Power Up - AI essentials: Key session on safe, ethical and effective AI use.			
1 hour	11 Sept	Everyone who will be using AI	• How to use AI responsibly and ensure data is protected • Be able to write an effective prompt and understand best practice • To consider the ethical implications and risks of AI
Power Up - writing with AI: Find out how to get AI to write more like you and less like a robot.			
1 hour	25 Sept	Roles writing communications, bids or proposals	• What to include in a prompt to improve AI-written content • How to use examples to guide tone and style • AI content tells to avoid (like an em-dash or rocket emoji)
Power Up - fundraising basics: Let AI help you research and tailor your bids and proposals.			
1 hour	9 Oct	Roles working on corporate or grant fundraising	• Use AI tools to research a potential funder • Create an outline for a proposal or presentation • Rewrite application content based on funder priorities NB: builds on writing with AI
Power Up - everyday AI: Build your confidence using AI to support with different task.			
1 hour	23 Oct	Everyone who will be using AI	• How to use AI to summarise a document or meeting transcript • Using AI to search – and options for more in-depth research • Get help to get unstuck or have a brainstorming buddy
Power Up - comms basics: Save time drafting different types of comms, with AI acting as your assistant			
1 hour	6 Nov	Roles working in communications	• Using AI tools brainstorm ideas for social media • Briefing AI to help write a blog, webpage or newsletter • Repurposing content across different communications formats NB: builds on writing with AI
Power Up - working with data: Dive into the basics of using AI with data, to help with reports and planning.			
1 hour	20 Nov	Roles carrying out simple analysis with Excel.	• How to prepare and structure data before uploading into AI • What to include in prompts when you're working with data • Writing and troubleshooting formula for Excel
Train your own AI assistant: Learn the key principles to build a custom assistant.			
0.5 day	27 Nov	People with access to a paid ChatGPT account or Copilot licence.	• How to build, test and refine a custom AI assistant • Training an AI assistant to write like you • Using an AI assistant to support comms or fundraising drafting

Please note - Your team will need access to an AI tool for the training – probably Microsoft 365 Copilot or ChatGPT.

For more information about the programme and to apply to join visit the Dandelion Applied AI website - Charity AI Power Up.