

AI GOVERNANCE PROCESSES & TOOLS

ACTIVITY

INSTRUCTIONS

Each member of your group should be assigned a role so all roles are assigned. Identify potential risks (e.g., ethical, legal, financial) and benefits (e.g., equity, efficiency) posed in the case study and the principle(s) implicated. What action(s) in an AI governance strategy (e.g., algorithmic auditing, risk assessment, community engagement) can you implement to address the risks and ensure benefits?

CASES

Case 1

CitySpeak, an AI-powered software, was introduced in the city of Greenfield to automate the summarization of city council meetings. The AI listens to live or recorded sessions and generates concise summaries of discussions and decisions. This tool has been particularly beneficial for increasing public engagement, as it allows residents to easily stay informed without having to attend lengthy meetings.

Case 2

The State of Liberty implemented an AI-driven system called **AidEval** to streamline the eligibility determination process for its Supplemental Nutrition Assistance Program (SNAP). AidEval analyzes data from multiple sources, including income records, employment status, and household size, to automatically assess eligibility for food assistance.



PRINCIPLES

Fairness
Accountability
Transparency
Explainability
Privacy & Data Protection
Safety & Security

ROLES

- Procurement Officer**
Focus on potential legal risks, compliance issues, & governance considerations.
- Government Personnel**
Focus on the need for use of AI to assist your work. Is it fit-for-purpose? What are the benefits/risks?
- Developer**
Focus on technical feasibility, potential vulnerabilities, responsible governance and oversight.
- Community Member**
Focus on how use of AI may benefit or harm your ability to exercise your rights.

Benefits & Risks WORKSHEET

BENEFITS 		
Benefits	Principle(s) Implicated	Responsible AI Governance Action to Aid & Maintain Benefit
RISKS 		
Risks	Principle(s) Implicated	Responsible AI Governance Action to Mitigate Risk