Fill this with your leadership team in a 2-hour workshop. One page forces clarity: if it does not fit, it is not a priority.

1. Vision (12 months)

In one sentence: what will AI have changed in our organization a year from now?

2. Strategic Priorities

The 3 business outcomes AI must move (cost, growth, risk, experience).

3. Priority Use Cases

Top 5 AI opportunities, ranked by value vs. effort.

4. Capabilities Needed

Skills, roles and partners required - and what is missing today.

The data each priority use case needs - and its current state.

6. Governance Guardrails

Policies, risk appetite and human-oversight rules.

7. 90-Day Roadmap

Pilots to launch, owners, milestones and success metrics.

8. Success Metrics

How the board will know this worked - 3 numbers.