Write a two-page policy memo on one AI risk

Intermediate · A weekend · Free · Project idea

Online version: https://ai-safety-sandbox.vercel.app/projects/policy-memo-on-one-risk/

Summary

Pick one decision-maker, one AI risk and one decision they actually face. Lay out the options and make a clear recommendation in two pages.

Why it matters

Memos are how ideas reach people with power. Writing one forces you to be specific about what should actually happen.

What you will have at the end

A two-page memo.

How to start (tick each box as you go)

- [ ] **1. Choose a real decision-maker (e.g. a minister, regulator or MP) and a decision on their desk.**
- [ ] **2. Write a theory of change: who reads this, and what do they do differently?**
- [ ] **3. Gather the facts and list 2–3 realistic options with costs and benefits.**
- [ ] **4. Recommend one option, saying what evidence would change your mind.**
- [ ] **5. Cut to two pages and get feedback from someone who disagrees with you.**

Key terms

Theory of change
A short explanation of how your project is supposed to make things better: who uses the result, and what they do differently because of it.

Source and links

MIRI TGT — research advice (action-relevance, theory of change)
https://docs.google.com/document/d/1t6PYLNZjMuZCf-irY4_qRjq9Yh2adbeUgZZM0oxdKUY/edit

Ethan Perez — Easy paper writing tips
https://ethanperez.net/easy-paper-writing-tips/

When you have finished

Write a few paragraphs on what you did, what you found and what you would try next, and share it with a friend, your society or online.

Courses, mentors, small grants and communities:
https://ai-safety-sandbox.vercel.app/next-steps/

Questions? Ask in AI Safety Cardiff University (AISCU): https://aiscu.org/

Notes