

AI in finance

A checklist to get started



C-suites and boards are increasingly asking finance leaders how their teams are using AI, and they're looking for concrete answers. AI is also becoming a necessary tool for finance to keep up as small teams take on ever-increasing responsibilities.

But where to start? Use this checklist to identify the first steps you can take to drive real results with AI.

✓ Identify use cases

Start by figuring out where AI can actually help your team.

- Build a list of highly manual and time-consuming tasks (e.g. expense coding, account reconciliation, report creation)
- Look for work that often requires help from the same resource-strained teams (e.g. legal, HR, design)
- Start with use cases that will deliver quantifiable value and require limited effort to stand up

Example: Instead of reviewing every expense line-by-line, finance teams can use AI to flag policy violations or coding errors.

"Are we going to take an experimental approach to payroll? Probably not. But are we going to try it out on an ad-hoc financial analysis? Absolutely."

Lawrence Dann-Fenwick
Head of Strategic Finance, Hex



✓ Bring in key stakeholders

AI adoption doesn't need to earn buy-in from every department head, but a little cross-team alignment goes a long way.

- Secure or confirm support from finance leadership to experiment with new tools
- Align on goals to determine the success of these experiments
- Establish a reliable contact in IT that can help review vendor tools

Example: The CFO forms a cross-functional AI working group that pulls from finance, IT, operations, and sales to evaluate tools and share pilot results.

"I think in as soon as six, 12 months and then going out multiple years, AI is going to be infused into many, many finance workflows. I really want to make sure that we're building a team that's embracing that."

Rama Katkar
CFO, Notion



✓ Assess data sources

AI is only as effective as the data you give it, so better data means better outputs. But it's fine to start with the basics and improve other data repositories with time.

- Ensure core financial data is complete, accurate, and accessible
- Centralize this information in one or two systems
- Collect as much documentation—invoices, receipts, approvals, etc.—as possible to help train and improve the AI

Example: As part of its AI efforts, a business consolidates all spend data—AP, employee expenses, and procurement—on one platform integrated with its ERP.

"If there's gaps in the dataset or a need for human judgment, that's where AI will start to hallucinate."

Manny Castillo
Accounting Manager, Hex



✓ Test out tools

Most companies don't have a single developer on staff, so it's critical to pick tools anyone can learn quickly and expand efforts based on your learnings.

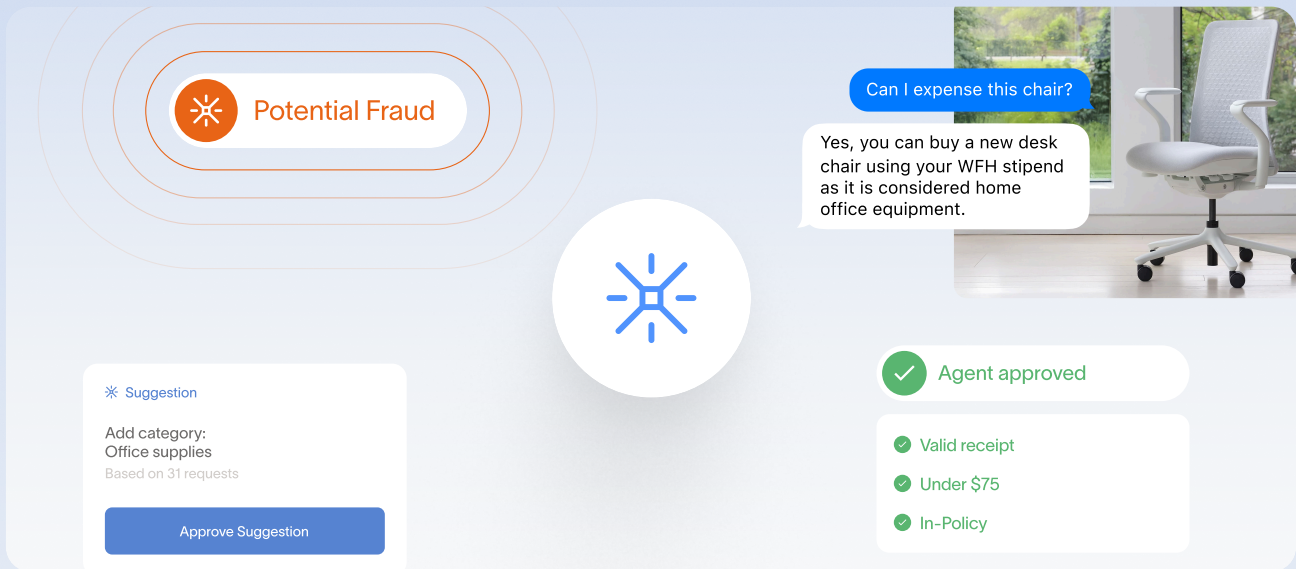
- Assess whether existing tools have AI built in and potential use cases for these features
- Try out free versions of leading GenAI chatbots, then purchase a subscription based on the results of that trial for deeper experimentation
- Evaluate how different AI tools use your company's data and how they safeguard it
- Set KPIs for each initiative, such as time saved or errors caught, and gather feedback regularly

Example: A financial analyst tests various AI chatbots to draft in-depth analyses using fictional data and makes a recommendation based on the results.

"Every time I've started a new role at a hypergrowth early-stage company, the first thought was 'what systems do you need and what people do you need?' And this is the first time I've joined where the first thought is 'what does the agent world look like for finance and how can I implement it?'"

Scott Clark
Head of Finance Operations, Sierra





Start your AI journey with Ramp

Your business doesn't need a software engineer on staff or a big budget to start taking advantage of AI. The key is to be curious and willing to take the first step.

Ramp recently announced its first set of AI agents, built for controllers, to help finance teams—no technical skills required. These agents can:

- ✓ Reduce total spend by co-creating your expense policy based on simple guidelines
- ✓ Save expense reviewers hours every week by examining every expense and recommending approval, rejection, or review
- ✓ Deliver additional time savings by auto-approving low-risk, in-policy transactions
- ✓ Free up finance's time by answering employee questions—by text—about allowable expenses

Ramp agents are your new AI-powered teammates, built to help you close faster, stay compliant, and focus on the strategic work you should be doing.

"Before Ramp agents, we manually reviewed 100% of transactions. Accuracy matters, and Ramp consistently gets it right. We've seen fewer errors, faster reviews, and stronger policy enforcement across the board."

Richard Gobeia
Finance Manager, Quora



[Join the waitlist](#) to get early access to Ramp's AI agents for finance.