

S.M.A.R.T.E.R.

GOAL PLANNER

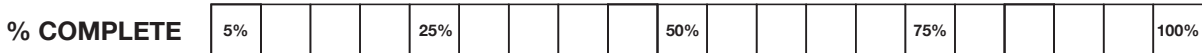
**S
M
A
R
T**

**SPECIFIC
MEANINGFUL
ACHIEVABLE
RELEVANT
TIME-BOUND**

What results are you/your team looking to achieve?
Why is this goal important to you/your team?
Can you/your team complete this goal?
Does this goal align with your agency's mission, vision, and values?
Did you/your team set a clear deadline and milestones?

GOAL: _____

ACTION STEPS TO ACHIEVE GOAL	START DATE	MILESTONE	DEADLINE



**E
R**

**EVALUATE
READJUST**

Measure progress.
Assess prioritization and action strategy. Share candid feedback.
How could you/your team adjust?

