

SMART GOALS

STRATEGIC GOAL	Review your current strategic plan, place each goal in this section and then assign SMART measures.
Specific	<p>5 W`s</p> <ul style="list-style-type: none"> • Who • What • Why • Where • Which
Measures	<ul style="list-style-type: none"> • How much, how many, when • What are your success indicators? • By what measures will it be reviewed at the end?
Attainable	<ul style="list-style-type: none"> • What are the resources needed? Include both `soft`, e.g. support from authority and `hard` tangible materials • Assign a supporter and guide – the Project Champion
Relevancy	<ul style="list-style-type: none"> • Which objective in the strategic plan is the goal related to? • Where does it fit within the order of priorities among all goals? • Set priorities within this goal
Timeline	<ul style="list-style-type: none"> • Establish touchstones – periodic success indicators • Set daily, weekly, monthly goals • Assign a monitor and reporting process for the life of the goal • Set the end date