

Whether it's the start of a new year or we need a reset to get things moving... we need to make our goals **SMART**. This worksheet will guide you through each step to help your goals become concise and crystal clear.

Strong Plan A, no backup required.

## Step 1- Big Picture

What is something you want to improve, change, or work toward this year?

(Examples: mental health, relationships, career, finances, physical health, boundaries, self-care)

Write it here: \_\_\_\_\_

## Step 2: Make it SMART

Specific- Measurable- Achievable-Relevant- Time-bound

### S — Specific

What exactly do you want to accomplish?

Ask yourself:

- What do I want to achieve? \_\_\_\_\_
- Why is this important to me? \_\_\_\_\_
- What does success look like? \_\_\_\_\_

My goal is: \_\_\_\_\_

### M — Measurable

How will you know when you've made progress or achieved this goal?

Ask yourself:

- How much/ How often? \_\_\_\_\_
- How will I track this? \_\_\_\_\_

I will measure progress by: \_\_\_\_\_

### A — Achievable

Is this realistic given your current life, time, and resources?



Ask yourself:

- Is this doable right now?\_\_\_\_\_
- What skills or support do I already have?\_\_\_\_\_
- Is there anything I need to adjust or shift to make this happen?\_\_\_\_\_

This goal is achievable because:\_\_\_\_\_

## **R — Relevant**

Why does this this matter?

Ask yourself:

- How does this align with my values or priorities?\_\_\_\_\_
- How will my life improve if I reach this goal?\_\_\_\_\_

This goal matters to me because:\_\_\_\_\_

## **T — Time-Bound**

When do you want to accomplish this goal?\_\_\_\_\_

Ask yourself:

- What is my target date?\_\_\_\_\_
- Are there smaller milestones along the way? Can I break this up into smaller goals?  
\_\_\_\_\_

Target date: \_\_\_\_\_

Milestones (optional):\_\_\_\_\_

## **Step 3: Your Final SMART Goal**

Combine everything into one clear statement.

My SMART goal:

## **Step 4: Action Plan**

Small, consistent steps lead to big change.

3–5 actions you can take to move toward your goal. What do you gotta do to make this happen?

1.\_\_\_\_\_

2.\_\_\_\_\_

3.\_\_\_\_\_



4. \_\_\_\_\_

5. \_\_\_\_\_

### **Step 5: Anticipate Obstacles**

What might get in the way—and how will you respond?

Potential obstacles: \_\_\_\_\_

My plan if this  
happens: \_\_\_\_\_

### **Step 6: Accountability & Reflection**

- Who or what will help keep you accountable? \_\_\_\_\_
- How will you check in on your progress? \_\_\_\_\_

**Adjust when necessary! You've got this!**