

# Goal Planner

Date: \_\_\_\_\_

## Ready

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A goal is a statement of the desired end result.

## Aim

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My Goal (what and when):

## Action

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Action Steps to reach my goal	Time/Date	Others Involved	Progress Notes

Weekly actions I will take to stay on target.


## Succeed

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Stakeholders

Resources (time, materials, people, money, etc.)

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Metrics I will use to track progress and success

## Celebrate

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Reward/Benefits of achieving the goal (why)

Date Goal Achieved (write debrief notes on back)

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