SMART Goal Scoring Worksheet

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Once you've identified your challenge and prioritized your needs, it's time to create your SMART Goal! It should be a realistic goal that will help you get closer to the desired outcomes you identified on your Need Assessment.

What is your SMART Goal?_____

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Directions: Once you've recorded your SMART goal, explain how it meets each SMART dimension in the "Description" box. Then, go through the checklist to ensure your goal is truly SMART.

SMART Dimension	Description	Checklist
Specific	*Describe how your SMART goal is specific.*	☐ Does our SMART Goal clearly state **what** we hope to accomplish? ☐ Does our SMART Goal clearly state **who** is involved and impacted? ☐ Does our SMART Goal specify **where** the goal is being achieved?
Measurable	*Describe how your SMART goal is measurable.*	☐ Have we clearly defined how we will know when our SMART Goal is accomplished? ☐ Can we collect and record data to measure our SMART Goal? ☐ Can we trust the accuracy of the data we plan to collect? ☐ Does our SMART Goal include a numerical measure of success?
Attainable	*Describe how your SMART goal is attainable.*	☐ Is the achievement of this goals in our power? ☐ Do we have the budget and/or fundraising capabilities to acquire the needed funds (if necessary)? ☐ Do we have enough time in the school year to accomplish this goal? ☐ Does school leadership believe in and support our goal? ☐ Do we have the supplies needed to achieve this goal?
Relevant	*Describe how your SMART goal is relevant.*	☐ Does everyone on our team understand why our goal is important? ☐ Will achieving our goal have a positive impact on our community? ☐ Does our goal address a community challenge? ☐ Does the goal fit our team values?
Timely	*Describe how your SMART goal is timely.*	☐ Does our goal have a clear start date? ☐ Does our goal have a clear end date? ☐ Based on the "attainability" of our goal, do we anticipate any external factors delaying our timeline?