SMART Goals

GOALS SHOULD BE SMART -- SPECIFIC, MEASURABLE, AGREED UPON, REALISTIC AND TIME-BASED.

- **S** - specific, significant, stretching
- **M** - measurable, meaningful, motivational
- **A** - agreed upon, attainable, achievable, acceptable, action-oriented
- **R** - realistic, relevant, reasonable, rewarding, results-oriented
- **T** - time-based, timely, tangible, trackable

### SPECIFIC
- Well defined
- Clear to anyone that has a basic knowledge of the project

### MEASURABLE
- Know if the goal is obtainable
- Know how far away completion is
- Know when it has been achieved

### AGREED UPON
- Agreement with all the stakeholders what the goals should be

### REALISTIC
- Within the availability of resources, knowledge and time

### TIME BASED
- Enough time to achieve the goal
- Not too much time-project performance can be affected
# 4-H Goal Setting Worksheet

<table>
<thead>
<tr>
<th>Essential Element/Youth Program Quality Assurance</th>
<th>Action: What you will do or how you will do it.</th>
<th>Measurable: how often, how much, how many, etc?</th>
<th>Timetable: By when will you do this step?</th>
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</thead>
<tbody>
<tr>
<td>Example: Mastery</td>
<td>The Livestock Committee will host a Livestock Day Camp for new members/families to teach fitting and grooming. Older members will help teach the workshops assisted by adult leaders.</td>
<td>25 new members will attend. 5-10 youth leaders will help teach or lead other activities at the day camp. At the end of the day we will discuss with members what they have learned.</td>
<td>Late May</td>
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<td>Example: Interaction &amp; Generosity</td>
<td>Our club will do community service activities. Members will do community scanning to identify needs, use “Matter of Opinion” activity to select a service project.</td>
<td>1 activity, 50% of members will participate in each one.</td>
<td>This club year.</td>
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