

GOAL ACHIEVEMENT PLANNING

PART I: TURNING WANTS INTO GOALS

There are many things we want in life, but to have them, we need to understand what we must do to achieve them. To turn *wants* into *goals*, *wants* must pass the “acid test.” That means we need to decide if we can afford the time and resources required to achieve what we want, and are willing to spend the time, invest in the resources, and make the sacrifices required to get what we want. If we are, then we have a good chance of achieving our goal. If we aren’t willing or able to do what’s required to get what we want, then what we want should be considered a dream, not really a goal.

There can be many good reasons why you should defer a desired goal. Most importantly, you need to prioritize potential goals based on principles and your values. For example, if your top value is “Family Happiness,” you may need to postpone training for your Adventure-fueled desire to climb Mt. Everest which would take you away from your family for extended periods of time. You also need to be realistic about your capacity to work on multiple goals at the same time. Everything you want may be meaningful and aligned with your values, but your available time and resources may limit how much you can accomplish in any given time frame. Use the worksheet “Turning Wants into Goals” to reflect on potential goals (What I Want), determine what you would need to do to accomplish each goal (Key Activities) and decide whether you can and will do what it takes to make what you want a reality (The Acid Test.) If so, you’ve identified a real goal. If not, you can apply the acid test for a given want at a future time.

PART II: GOAL ACHIEVEMENT PLAN

Use the Goal Achievement Plan worksheet to document your plans to accomplish goals that pass the acid test. This worksheet will help you develop, implement, and track progress toward achieving your goals. Once you’ve mapped out your goal achievement plan, put your next steps into your calendar and get started!

PART I: TURNING WANTS INTO GOALS

WHAT I WANT...	KEY ACTIVITIES "MUST DO" ACTIONS NEEDED TO ACCOMPLISH THIS GOAL.	DOES WHAT YOU WANT PASS THE ACID TEST? CAN I AND WILL I DO ALL IT TAKES TO TURN THIS WANT INTO A GOAL?
FINANCIALLY:		
FOR MY HEALTH:		
FOR MY OVERALL HAPPINESS:		
OTHER WANTS:		

PART II: GOAL ACHIEVEMENT PLAN

MY GOAL:		
KEY ACTIVITIES "I MUST DO":		
RESOURCES I NEED TO PERFORM MY KEY ACTIVITIES:		
PEOPLE I NEED TO SUPPORT ME AND HOW	NAME	SUPPORT I'LL REQUEST
HOW I'LL TRACK PROGRESS		
HOW I'LL MANAGE EMOTIONS		