How to Create a SMART Goal

Setting SMART goals, which stands for Specific, Measurable, Attainable, Relevant, and Time-Based, is an effective process for setting and achieving your program goals. Applying the SMART grid to your goals will help you to create more specific, achievable targets for your program, and to measure your progress toward them.

Below is an example of a broad goal that is reframed as specific, SMART goal. As you review the SMART goal example, notice how the example outlines several subgoals, or specific actions, that need to take place to accomplish the overall goal. SMART criteria can also be applied to each of those smaller goals in the same way as shown here.

What would you like to accomplish? This is your broad goal.

Broad Goal Example: *I want to add new toys and materials to my areas.*

Next, apply the SMART goal grid.

This helps to create a more specific and achievable target.

- **Specific**: *I will arrange my space to include 3 new interest centers (Dramatic Play, Nature & Science, Blocks) for children 12 months and older.*

- **Measurable**: *I will focus on one new interest center each month over the course of three months.*

- **Attainable:** *First, I will make a list of all the materials I currently have for each area, then a list of materials I would like to add to each area.*

- **Relevant**: *Setting up interest centers will help children stay engaged in play.*

- **Time-Based**: *The 3 new interest centers will be fully functional by July 1st, 2021.*

Develop Your SMART Goal

Use the information from your SMART goal grid to turn your broad goal into a SMART goal.

SMART Goal Example

To help children stay engaged in play, I will arrange my space to include 3 new interest centers (Dramatic Play, Nature & Science, Blocks) for children 12 months and older, focusing on 1 new interest center per month and to be fully functional by July 1st, 2021.