

# Setting goals

## What's included:

- *Reentry Tool: Setting goals worksheet*

## What to do:

All goals take time and commitment to reach. Work with your client to:

- Brainstorm and write a list of goals, identifying as short or long-term.
- Turn these goals into SMART goals.
- Create an action plan. Some goals may require a few steps, others may require more steps but the steps should be very specific.
- Identify the resources needed to achieve the goals.

## What to say:

"Writing down goals is helpful. You will also need to develop a plan. This tool will help you set SMART goals (Specific, Measurable, Able to be reached, Relevant, and Time bound) and define the steps required to achieve them. These goals may be short term or long term.

For example, if your goal is to find an apartment to live in, your SMART goal could be to rent an apartment near public transportation within 3 months at a cost of \$750 per month."

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Steps to reach goal	Resources needed	Deadline
1. I will look at apartment listings every day	Apartment listing websites	9/2/2016
2. I will check my credit report for errors	Website for free credit report	9/15/2016

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To access a dynamic and fillable version of this tool, visit: [www.consumerfinance.gov/practitioner-resources/your-money-your-goals/companion-guides](http://www.consumerfinance.gov/practitioner-resources/your-money-your-goals/companion-guides).



# Setting goals worksheet

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This tool will help you set SMART goals (Specific, Measurable, Able to be reached, Relevant, and Time bound). Write down two short-term and two long-term goals. Then write the steps and resources you'll need to reach these goals.

## Short-term goal 1:

Steps	Resources needed	Deadline	Completed
1.			
2.			
3.			
4.			
5.			

## Short-term goal 2:

Steps	Resources needed	Deadline	Completed
1.			
2.			
3.			
4.			
5.			

## Long-term goal 1:

Steps	Resources needed	Deadline	Completed
1.			
2.			
3.			
4.			
5.			

## Long-term goal 2:

Steps	Resources needed	Deadline	Completed
1.			
2.			
3.			
4.			
5.			

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