



# Goal planning

Setting goals can often seem like a daunting task, leaving you questioning where to start. Using a method to develop SMART goals can help break down a task, focus your efforts and increase your chances of achieving your goals. SMART is an acronym standing for:

- **S**pecific – well defined, clear and concise
- **M**easurable – allowing you to measure progress towards achieving the goal
- **A**chievable – attainable and not impossible to achieve
- **R**ealistic – realistic, beneficial and relevant to your life
- **T**imely – with a clearly defined timeline to keep you on track

Goals in NDIS plans are not normally too specific, to allow participants some flexibility throughout the life of their plan. However, focusing on creating tailored and specific goals can be useful in pre-planning and throughout the NDIS journey to help work out:

- what a participant might want to achieve
- how they can achieve it
- what they need to do to achieve it
- what the NDIS can and cannot help with
- who else can help support them e.g. informal supports, other mainstream supports
- how to track progress throughout the plan
- how to produce high quality measures helpful for evaluation and review.

The Transition Support Project has created a goal planning tool, designed to use with participants, to help you through this process.

# Goal Planner



Name:

Goal:

When will I start working towards my goal?

When would I like to achieve my goal by?

The steps I will take to achieve my goal are:

The support I need and the people who can help me achieve my goal are:

I will know I have achieved my goal when:

I will monitor my progress towards my goal by: