



Organizational Goals: _____

Coming Year Projects: _____

Must Get Done: _____

In-Progress/Carryovers: _____

Employee Name: _____ Year: 2008-09

Process Changes Needed: _____

Special Projects This Year: _____

Individual Development Needs: _____

Training/Skill Building: _____

Role in Achieving Unit Goals: _____

Other: _____

SMART:
Specific
Measureable
Achievable
Realistic
Timebased