

# Making a plan

This worksheet can be used to help you create an action plan to achieve an important goal or milestone. It may help to break your goal down into smaller goals, e.g. weekly goals to help achieve your overall goal. Copy this sheet as many times as you like to keep building on your goals.

What do I want to achieve? \_\_\_\_\_

\_\_\_\_\_

How am I going to do it? \_\_\_\_\_

\_\_\_\_\_

How will I know I have achieved it? \_\_\_\_\_

\_\_\_\_\_

Who will I involve in my plan? \_\_\_\_\_

\_\_\_\_\_

How will I reward myself? \_\_\_\_\_

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What might set me back and how will I deal with it? \_\_\_\_\_

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How can local services help me reach my goal? \_\_\_\_\_

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