

## MAKE YOUR GOALS “S.M.A.R.T.”

Remember S.M.A.R.T. is an acronym for setting goals that ensure a much higher probability of success. S.M.A.R.T. goals are very *specific*, they are *measurable* – you know exactly how much money needs to be saved, or what needs to be done. They are *attainable* – you know what you need to do to accomplish them. They are *relevant or realistic* for your circumstances. Finally, they are *timely* – you know when they will be completed.

Rewrite one or two additional S.M.A.R.T. Goals.

Your S.M.A.R.T. Habitude goals should affect your behaviors and decisions related to savings, earning, giving, debt and investing.

1.) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date \_\_\_\_\_

2.) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date \_\_\_\_\_

CAMPAIGN FOR WORKING FAMILIES, INC.



CAMPAIGN FOR WORKING FAMILIES, INC.

*Free Tax Preparation & Resource Building*

## THE BENEFITS OF

S M A R T



Specific



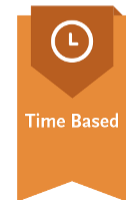
Measurable



Attainable



Relevant



Time Based

## GOAL SETTING

Create Your Household Budget  
Money Habitudes  
& Stretch Your Dollars

North Central Financial Center  
1415 N Broad Street, Suite 222

*Workshops Funded by:*

## CWF, Inc. Mission Statement

CWF, Inc. has coordinated and managed the largest VITA program in Pennsylvania since 2003. The 2016 tax season marks our fourteenth year of service, and our second year operating a year-round tax site! Now incorporated, CWF, Inc. is excited to announce that we have recently acquired non-profit IRS eligibility. Now more than ever we're eager to expand our reach and fulfill our organizational mission, which is to **help more working families and individuals achieve economic empowerment by providing free tax preparation, resource building and asset development.**

## What We Do

CWF, Inc. seeks to provide opportunities that will improve the financial well-being of low to moderate income families and individuals. We strive to connect our customers to valuable tax credits, quality financial services, and all of the benefits and public services available to improve their financial status and quality of life. We operate community based tax sites offering e-file, direct deposit, public benefits applications, as well as access to pre-paid debit cards and saving products screening to help clients save money. Our services allow families to maximize federal and state tax credits, including the Earned Income Tax Credit (EITC).

## Money Habitudes

"Today's actions and attitude determine tomorrow's options and opportunities. Now is the time to take control of your money habitudes to create a secure and satisfying future."

~ Syble

Solomon

**Habitudes** are our patterns of behaving, they are a combination of our attitudes and habits developed over many years as a response to our experiences and the messages we've heard or observed. They are so much a part of us that we frequently are not aware of them even though they subconsciously influence our actions and reactions.

**Habit:** a usual way of behaving; something that a person does often in a regular and repeated way.

**Attitude:** the way you think and feel about someone or something.

Types	What Money Habitudes Reflect
<b>Security</b>	Money helps you feel safe and secure
<b>Spontaneous</b>	Money encourages you to enjoy the moment
<b>Status</b>	Money helps you create a positive image
<b>Giving</b>	Money helps you feel good by giving to others
<b>Carefree</b>	Money is not a priority at this point in your life
<b>Planning</b>	Money is used to achieve your goals

## Monthly Family Household Budget

Categories	Total Projected Cost	Total Actual Cost
Mortgage or Rent		
Electricity		
Gas		
Water & Sewer		
Property Tax		
Phone		
Cable		
Internet		
Groceries		
Cleaning Supplies		
Vehicle		
Maintenance		
Car Insurance		
Home Insurance		
Health Insurance		
Child Care		
Uniform/Clothing		
Charity		
Credit Cards/Loans		
Luxury		
Entertainment		
<b>Total</b>		

## The Benefits of Having a GOAL!

Following are the components of an effective goal – one that describes performance standards that will “tell us what good behavior looks like.” The S.M.A.R.T. acronym can help us remember these components.



**SPECIFIC:** Exact, Detailed, Definite

The goal should identify a specific action or event that will take place.

**MEASURABLE:** Assessed, Able to be gauged or tracked

The goal and its benefits should be quantifiable.

**ACHIEVABLE:** Possible, With-in reach, Reasonable

The goal should be attainable given available resources.

**REALISTIC:** Truthful, Accurate

The goal should require you to stretch some, but allow the likelihood of success.

**TIMELY:** Sensible, Well-timed, Practical

The goal should state the time period in which it will be accomplished.

## When Setting Goals:

You should set goals for what you want to accomplish in your life. You can set educational goals, personal goals, and career goals. The most important thing for achieving your goals is to do something towards your goal on a regular basis, whether each day, week or month.

Specific | Measurable | Achievable  
Realistic | Timely

Questions you should ask yourself as you choose and set goals for yourself...

1. What is my goal?
2. What is the timeframe associated with this goal?
3. What are the action steps to achieving my goal?
4. What obstacles/barriers will I have?
5. What challenges can I already predict?
6. What are some of the possible solutions to overcome the obstacles?
7. Who are the people who will listen and help me think through the steps to my goals?
8. What are the things I can do to stay motivated?

## Targeting My Future Success

My S.M.A.R.T. Goal is \_\_\_\_\_

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What are the steps I will take to help me reach my goal?  
(Put a date when each one will be done.)

Action Step 1:

Action Step 2:

Action Step 3:

What can I do today?

This week?

This month?