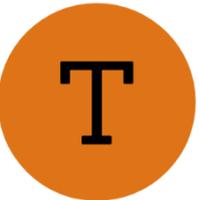


## SMART GOALS

The Baltimore Summer Funding Collaborative (SFC) asks all applicants to describe three goals for their summer programs. For each goal, you should identify an overall outcome—evidence of meeting the goal. This sheet lists tips for setting goals and shows sample SMART goals by focus areas.

 <p><b>S</b></p> <p><b>Specific</b></p> <p>Who is involved? What do I want to accomplish? Where will it be done? Why am I doing this? Which requirements do I have?</p>	 <p><b>M</b></p> <p><b>Measurable</b></p> <p>Can you track the progress and measure the outcome? How will you know when your goal is accomplished?</p>	 <p><b>A</b></p> <p><b>Attainable</b></p> <p>Is the goal reasonable enough to be accomplished? Make sure the goal is not out of reach or less than what is possible!</p>	 <p><b>R</b></p> <p><b>Relevant</b></p> <p>Is the goal worthwhile? Will it meet your needs? Does it fit with your immediate and long term plans?</p>	 <p><b>T</b></p> <p><b>Timely</b></p> <p>When will this goal be completed? Setting a time limit will establish urgency and enhance time management.</p>
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### Tips for Setting Goals

- ✓ Start with a self-assessment. Think about your program's overall goals. What outcomes do you want to achieve by the end of summer? How will you show that you have met your goals?
- ✓ Consider your **program design** and **your staff's skills**. What are the **needs of the youth** you will serve?
- ✓ Think: What it would look like for your program to be working towards your goals?
- ✓ Decide what tools you will use to measure success.
- ✓ **Quantitative** goals use metrics or statistics. Be clear on what numbers and statistics you are aiming for. Find out if your numbers are attainable. Use a quantitative tool, such as pre- and post-tests or attendance logs.
- ✓ **Qualitative** goals often measure "soft skills" such as communication or conflict management. Use qualitative tools, such as observations, portfolios, or interviews.
- ✓ Ask yourself if your goals are **inclusive** and **equitable**. Will the goals favor one race, gender, class, ability, access, or power? How might you change the goals to reduce that unequal impact? How can you build equity and inclusion into your goals?

**Remember: A good goal should stretch your program, but it should not be impossible to achieve.**

### **Sample Athletics and Recreation SMART Goals**

- 80% of youth will participate in up to 1,000 hours of martial arts and yoga by the end of the program. We will measure this with daily attendance records.
- An average of 25 students will participate in Open Gym time daily, or a total of 125 students weekly. We will measure this with daily attendance records.
- All students will complete at least 2 hours per day of vigorous physical activity (by individual capability). Students will log physical activity and reflect on energy level and endurance changes in their journals.
- All students will improve their dance skills. Their teacher will measure this through an observation rubric.

### **Sample College and Career Readiness SMART Goals**

- 95% of participants will complete a college prep portfolio with a "wish list" of 3-9 colleges to which to apply, a professional/academic resume, and a college essay. Instructors will review each portfolio for completeness and quality.
- 80% of youth campers will attend a My Future Career Event in August to showcase a team project they completed during the program. The My Future Career sign-in sheets and participant programs will demonstrate that the students have showcased their work.
- 75% of students will report an increased awareness of college and career opportunities available. We will record this in interviews or written surveys.
- 100% of Student Leaders will visit 4 colleges and meet 4 professionals in the community as documented by their activity logs.

### **Sample Visual Arts, Performing Arts, and/or Music Enrichment SMART Goals**

- 50 children will participate in performing arts, visual arts, or crafts as documented by activity logs.
- Students will learn to work as an ensemble to achieve a shared goal. This will be demonstrated by participation in and completion of a group showcase at the end of the summer.
- 90% of students will increase their art-based competencies and explore a variety of materials and techniques; show significant growth in creating visual compositions using principles of design, define and use important artistic vocabulary and organizing concepts, and increase their confidence to express themselves in the visual artistic processes. Their instructor will measure this progress through an observation rubric and formal check-ins with students throughout the program.
- 80% of the students will demonstrate increased knowledge of dance history, dance genres, and vocabulary as measured by pre-post surveys.

### **Sample Environmental Education SMART Goals**

- 90% of campers will complete an age-appropriate conservation action (such as clean-up, storm drain stenciling, planting). We will measure this by attendance logs for the event.
- 75% of participants will identify 3 steps to take at home to slow climate change or reduce other environmental threats and pledge their commitment to these action items. They will record their steps in a group slide show to share at the end of the program.
- 75% of campers will recall a habitat they visited, an animal they encountered and its role in the environment, and how to use a scientific tool (such as an insect net, binoculars, or dip nets) with an oral report.
- 75% of participants will commit to sharing suggestions for environmental action with one or more adults and pledge their commitment to this action item by completing a commitment card.

### **Sample Social-Emotional Wellness (mental health and overcoming stress/trauma) SMART Goals**

- At least 80% of participants will demonstrate improvement in attitude, behavior, and social skills as recorded by program staff and/or families.
- At least 95% of our participants' families will feel that their children enjoyed a high-quality summer experience. Family ratings will be measured by end-of-summer surveys.
- At least 95% of participants and their families will feel energized and mentally prepared for the new school year. Ratings will be measured by end-of-summer surveys.
- Students will improve their ability to use nonviolent communication, show improved behavior, and understand how to handle bullying and violence. This will be demonstrated through participation in role-plays throughout the summer and formal check-ins with participants and families.

### **Sample Literacy (building reading and writing skills) SMART Goals**

- 75% of students in the program will show a minimum of 10% growth in literacy/reading as measured by a pre and post-tests. Literacy skills tested will be tied to the appropriate Common Core State Standards.
- 80% of students will grow in at least one of the focus domains: vocabulary, comprehension, critical and creative thinking, and writing as measured by pre and post-tests.
- 70% of participants will improve their English Language reading comprehension by 15% from pre-test to post-test.
- 95% of participants who attend 80% or more days of program will read for 360 minutes throughout the summer program as recorded by reading logs.

### **Sample STEM (Science, Technology, Engineering, and Math) SMART Goals**

- 75% of students involved with the program will show a minimum of 10% growth in mathematics as measured by a pre and post-test. Mathematical skills tested will be tied to the appropriate Common Core State Standards.
- By the end of the program, 60% of participants will score 70% or higher on the post-test assessing their understanding of Newton's Laws of Motion.
- By the end of the program, 75% of scholars will demonstrate introductory level of understanding of electrical circuits through a final project.
- 90% of enrolled youth will show positive change in proficiency in technical skills as measured by instructor assessment. Instructors will use a rubric to assess technical skills as a baseline and then again at the end of the course to measure progress.

### **Sample Workforce Development or Employment Experience SMART Goals**

- 95% of students in the program will develop and present a business plan tied to an entrepreneurial opportunity they create in small groups.
- 90% of the youth will participate in either YouthWorks or employment services. This will be measured by completed student enrollment forms.
- 80% of youth participants will complete a professional portfolio that includes an updated resume and LinkedIn profile.
- By the end of the summer, 90% of the students will learn how to write professionally and gain a practical workforce skill by creating cover letters relating their summer work experience to their dream jobs.

### **Additional Sample SMART Goals**

- 90% of participants will complete between 1-5 community service projects.
- 100% of students in attendance will be fed at least two healthy meals and/or snacks a day.
- Teachers will improve their instructional practice and build habits around effective parent engagement. This will be measured through pre- and post- program surveys.
- Families will attend training workshops at a rate exceeding 80%. In the process, they will build lasting habits around home literacy support.
- 90% of students will continue attending the program until the end date.
- Students will show high rates of program attendance of 75% or greater as indicated in weekly attendance trackers.

**Sources:**

- Worthy, A. (2018, August 01). Measuring Performance Goals: Qualitative vs. Quantitative. Retrieved October 22, 2020, from <https://kinetixhr.com/blog/hr/measuring-performance-goals-qualitative-vs-quantitative>
- SMARTIE Goals Worksheet. (2019, March 09). Retrieved October 22, 2020, from <https://www.managementcenter.org/resources/smartie-goals-worksheet/>