

# SMART OBJECTIVES

“The Integrated Plan Workplan must contain goals, SMART (specific, measurable, achievable, relevant, and time-bound) objectives, specific activities, responsible parties, key partners, and performance measures that address both HIV prevention and care needs.” - HRSA/CDC

*Integrated HIV Prevention and Care Plan Guidance*

**Use this worksheet to guide your development of SMART objectives.**

S	SPECIFIC	<b>What exactly do we want to achieve?</b> <ul style="list-style-type: none"><li>• Who is involved/who are the responsible parties?</li><li>• Is there a geographical boundary?</li></ul>
M	MEASURABLE	<b>How will we track the progress? How will we know when the objective is accomplished?</b> <ul style="list-style-type: none"><li>• How will the activities/performance measures be defined?</li><li>• What is the baseline value and 5-year target (applicable if the activity/measure can be quantified)?</li></ul>
A	ACHIEVABLE	<b>Is the objective realistic?</b> <ul style="list-style-type: none"><li>• What steps or actions will we take to reach the objective?</li><li>• Do we have the necessary resources in our area to achieve this goal?</li></ul>
R	RELEVANT	<b>Does this objective help us achieve the overall goal of the Integrated Plan?</b> <ul style="list-style-type: none"><li>• Is now the right time to pursue this objective?</li></ul>
T	TIME-BOUND	<b>What year will this objective start (baseline year)?</b> <ul style="list-style-type: none"><li>• What is the target completion date? The plan spans 2027-2031.</li></ul>

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NOTES: .....

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