

HIVE PROJECT OBJECTIVES WORKSHEET

START DATE		DEADLINE DATE	
HIVE PROJECT NAME			
TEAM MEMBERS	1	5	
	2	6	
	3	7	
	4	8	

Add your goal(s) to the following worksheet, then use the SMART process to determine the characteristics of your objective(s). SMART stands for Specific, Measurable, Achievable, Relevant, and Time-bound. If the goal is to improve a native habitat in the city, an objective should look like this:

"To increase the native plants between Pulaski and Hancock Streets by 50% by March 31st."

GOAL	
OBJECTIVE 1	
SPECIFIC: Who? What? When? Where? Why? Which?	
MEASURABLE: Metrics and milestones. How much? What percentage?	
ACHIEVABLE: Do you have skills and tools to accomplish this objective?	
RELEVANT: Does it fit with overall organizational objectives?	
TIME-BOUND: Intermediate and final deadlines	
OBJECTIVE 2	
SPECIFIC: Who? What? When? Where? Why? Which?	
MEASURABLE: Metrics and milestones. How much? What percentage?	
ACHIEVABLE: Do you have skills and tools to accomplish this objective?	
RELEVANT: Does it fit with overall organizational objectives?	
TIME-BOUND: Intermediate and final deadlines	

OBJECTIVE 3	
SPECIFIC: Who? What? When? Where? Why? Which?	
MEASURABLE: Metrics and milestones. How much? What percentage?	
ACHIEVABLE: Do you have skills and tools to accomplish this objective?	
RELEVANT: Does it fit with overall organizational objectives?	
TIME-BOUND: Intermediate and final deadlines	

OBJECTIVE 4	
SPECIFIC: Who? What? When? Where? Why? Which?	
MEASURABLE: Metrics and milestones. How much? What percentage?	
ACHIEVABLE: Do you have skills and tools to accomplish this objective?	
RELEVANT: Does it fit with overall organizational objectives?	
TIME-BOUND: Intermediate and final deadlines	