

# SMART PRIORITIES WORKSHEET

## Turn your Top 5 into a plan you can begin this week.

A priority names what matters. A SMART plan gives that priority a place to live in your calendar, your choices, and your next faithful step.

**S - Specific. Define it clearly. M - Measurable. Choose a simple marker. A - Achievable. Fit it to this season. R - Relevant. Align it with your calling. T - Time-Oriented. Give it a start and a review date.**

## Use the worksheet

Complete one page for each priority. Priority 1 is Jesus first. Write plans that are honest enough to schedule and small enough to begin. Review all five every week for the next ninety days.

### Three guardrails

- Measure faithfulness, not your worth.
- Leave room for God to redirect the plan.
- Tell one trusted person what you are doing.

|                              |  |
|------------------------------|--|
| <b>Name</b>                  |  |
| <b>Start date</b>            |  |
| <b>90-day review date</b>    |  |
| <b>Accountability person</b> |  |

**"Commit your work to the LORD, and your plans will be established." Proverbs 16:3**

PRIORITY 1

# My Priority Plan

## Priority name

Name the person, role, or calling. Keep it short and clear.

## Short description

In one sentence, describe what faithfulness looks like in this season.

## S - Specific

What exactly will you do, and who will it serve?

## M - Measurable

What simple marker will show that you followed through?

## A - Achievable

What makes this realistic with the time and resources you have now?

## R - Relevant

How does this support your calling and keep God first?

## T - Time-Oriented

What will happen this week, and when will you review it?

First faithful step this week

Review date

PRIORITY 2

# My Priority Plan

**Priority name**

Name the person, role, or calling. Keep it short and clear.

**Short description**

In one sentence, describe what faithfulness looks like in this season.

**S - Specific**

What exactly will you do, and who will it serve?

**M - Measurable**

What simple marker will show that you followed through?

**A - Achievable**

What makes this realistic with the time and resources you have now?

**R - Relevant**

How does this support your calling and keep God first?

**T - Time-Oriented**

What will happen this week, and when will you review it?

| First faithful step this week | Review date |
|-------------------------------|-------------|
|                               |             |

PRIORITY 3

# My Priority Plan

**Priority name**

Name the person, role, or calling. Keep it short and clear.

**Short description**

In one sentence, describe what faithfulness looks like in this season.

**S - Specific**

What exactly will you do, and who will it serve?

**M - Measurable**

What simple marker will show that you followed through?

**A - Achievable**

What makes this realistic with the time and resources you have now?

**R - Relevant**

How does this support your calling and keep God first?

**T - Time-Oriented**

What will happen this week, and when will you review it?

| First faithful step this week | Review date |
|-------------------------------|-------------|
|                               |             |

PRIORITY 4

# My Priority Plan

**Priority name**

Name the person, role, or calling. Keep it short and clear.

**Short description**

In one sentence, describe what faithfulness looks like in this season.

**S - Specific**

What exactly will you do, and who will it serve?

**M - Measurable**

What simple marker will show that you followed through?

**A - Achievable**

What makes this realistic with the time and resources you have now?

**R - Relevant**

How does this support your calling and keep God first?

**T - Time-Oriented**

What will happen this week, and when will you review it?

| First faithful step this week | Review date |
|-------------------------------|-------------|
|                               |             |

PRIORITY 5

# My Priority Plan

**Priority name**

Name the person, role, or calling. Keep it short and clear.

**Short description**

In one sentence, describe what faithfulness looks like in this season.

**S - Specific**

What exactly will you do, and who will it serve?

**M - Measurable**

What simple marker will show that you followed through?

**A - Achievable**

What makes this realistic with the time and resources you have now?

**R - Relevant**

How does this support your calling and keep God first?

**T - Time-Oriented**

What will happen this week, and when will you review it?

| First faithful step this week | Review date |
|-------------------------------|-------------|
|                               |             |