GOAL ACCOMPLISHMENT RATING CRITERIA

Each Goal is individually rated based on the noted performance criteria below.

- Scores on each individual competency will be integral (4, 2 or 0)
- No integers or fractions can be used (e.g., 1, 1.5, 3.2 . . .)

Rating	Criteria
Goal Accomplishment (4)	• Goal is 100% accomplished and all criteria fulfilled • All conditions and expectations of the goal were met and/or exceeded
Goal Substantially Accomplished (2)	• Substantial effort (80-99%) toward goal • Work activities displayed much effort and progress toward completion of the goal
Goal Minimally /Not Accomplished (0)	Minimal, insufficient, or no effort (below 80%) made towards the goal

SAMPLE GOALS

Some sample goals are provided below to demonstrate how an appropriate goal should be effectively written:

Examples of Program Goals	Prepare a detailed report (including research, findings, stakeholder impact and recommendations) prior to November 1, 2008, to develop a new air quality program for the County to reduce County vehicle emissions by 20%. Utilizing guidelines/direction provided by the Department/Agency, develop a program to address the needs of the homeless in the Civic Center area prior to June XXXX. Prepare a program implementation plan, including resources needed, stakeholders input, and program cost by December 10, XXXX. Prior to November XXXX, prepare a fee study to recover all costs of the Agricultural Commissions operations. Determine appropriate fees for each service, anticipated revenue received, and the steps necessary to activate this fee program.
Example of an Individual Professional Development Goal	Complete a college level course focused on Governmental Grant Preparation by August 1, XXXX, and provide a one-hour training session (by 12-1-XX) for the managers in the financial unit of the Department on how to enhance grant writing/ applications for the Department.