Personal Equity Plan

Defining Terms and Examples

**Goal:** Identify the result you plan to achieve

- Example: Increase personal comfort level in speaking out in personal interactions as needed.

**Action Plan:** Identify the action steps needed to achieve your goal

- Example: Listen carefully to formal and informal conversations to identify when I feel uncomfortable with the exchange.
- Example: When I feel uncomfortable in a conversation, experiment with tactics for challenging the speaker/group to reach a positive outcome.

**Deadline:** Identify the date to accomplish the action step. (within 30 days, within 90 days, within 180 days, longer term)

**Barriers to Implementation:** Identify why you would not accomplish the action step.

- Example: I don’t have time to read a book.

**Overcoming Barriers:** Identify what you can do to remove the barrier.

- Example: I will schedule 30 minutes three times a week to read thoughtfully.

**Next Steps:** Identify how you will continue to make progress on this goal.


**Status/Progress:** Return to this document and identify your progress.

- Example: Finished the book!