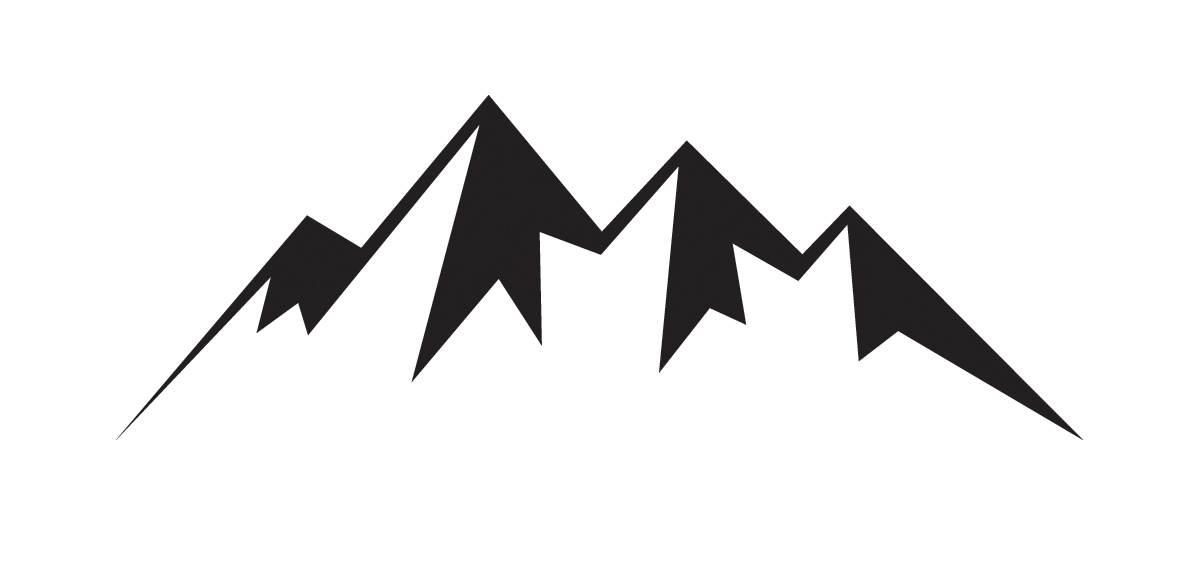
**[your name]**

**Individual Life Plan**

[phone #]

[email address]

[mailing address]



ILP last updated: [date]

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# Introduction

Have you ever wondered if you were in the right profession? If there might be something more meaningful to pour your time and energy into? Or if your relationships were ever going to get better? If you and your spouse, parent, child, colleague, or friend could be more enjoyable to be with? Or asked yourself “What should I do with my life?” Or “What am I going to do when I grow up?” Or what might I do to have more joy in my life? If so, consider this an opportunity to answer these questions. A time to slow down, get off the *treadmill of busyness as usual*, and gain new insights to guide your life’s most important decisions.

This Individual Life Plan template (ILP) is provided to help you plan your life. Use this to assess where you are in life, where you aspire to go in life, and how to achieve your aspirations. If you are creating this jointly with your spouse or partner, use this to share feedback and ideas for your individual lives as well as your joint life together. This template is intended to be a comprehensive repository for you to aggregate all information related to planning your life including historical information, goals, and plans.

The process of crafting your ILP includes answering questions, completing assessments, capturing feedback, reflecting, and planning. This can easily take 2 days, 2 weeks, or longer, depending on how thorough you want to be. You can shorten the process by choosing individual questions and sections to complete, or you can immerse yourself in the process and complete the entire template. Either way, if you expect to get the most benefit from this, make it a priority and allocate time for it. If you can’t dedicate a full day or two, at least allocate uninterrupted blocks of time to it—ideally at least four hours at a time—so you can focus and go deep. Before starting, review the contents of this template to familiarize yourself with what you will be doing and need to plan for.

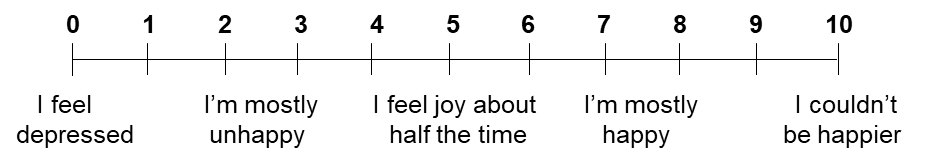
The expected outcome from crafting your ILP is that you will have clarity about who you are and where you are going. This can be life changing, especially for people who’ve never taken time to truly get to know themselves and be intentional about personalizing their life’s journey. It can be motivating and give hope where it may not have existed for a long time. It can also be humbling and challenging as starting any journey can be. Overall, though, expect this process to put you on a path of learning, growth, renewal, joy, and hope. Enjoy this opportunity to invest in yourself, activate your ambitions, and achieve the life you want to have.

Note: Text in blue on the following pages are instructions for completing each section.

# My Situation

Why I am creating my ILP and what I hope to accomplish:

As you review and update your ILP, occasionally assess how you are doing in terms of your overall serenity and contentment using the scale below.



My current satisfaction with my life and level of joy is … The primary reason for my score is …

|  |  |  |
| --- | --- | --- |
| **Date** | **Level of Satisfaction & Joy (0-10)** | **Primary Reason for My Score** |
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# My Mindset

Do I have a healthy mindset?

|  |  |  |
| --- | --- | --- |
| **✓** | **Healthy Mindset Checklist** | **Comments** |
|  |  |  |
|  | * 1. I’m responsible for myself and most of my circumstances. |  |
|  | * 1. For the relationships I choose to be in, I accept responsibility for the impact my words and behaviors have on others. |  |
|  | * 1. I desire to know myself so I can continue to do that which I do well and choose to work on what I don’t. |  |
|  | * 1. I am eager to continually improve myself. |  |
|  | * 1. I am openminded to new ways of thinking and behaving. |  |
|  | * 1. I’m not going to avoid or blame others for the circumstances I got myself into and changes I need to make in myself. |  |
|  | * 1. I can’t control others so I won’t try. |  |
|  | * 1. I value the better future ahead enough to endure the pains of change – humility, frustration, and feeling incompetent. |  |
|  | * 1. I will talk to those who my shortcomings are impacting with a humble admission of fault and commitment to take responsibility for working on myself. |  |
|  | * 1. I will not overreact to what others say or do to me. I will find and process the kernel of truth that applies to me and let the rest go. |  |

# My Self-Awareness

With a healthy mindset in place, I turn my attention to better knowing myself. The foundation of individual development is having an accurate self-awareness.

1. How I became am who am at this point in my life – Today’s Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
   * 1. Early year’s experiences (preschool, elementary school): significant influences, significant life events, and what I learned—both good and bad. Could be related to my parents, siblings, extended family, friends, neighbors, teachers, coaches, pets, trips, school activities, religious activities, sports, arts, or other areas.
     2. Formative year’s experiences (middle school, high school): significant influences, major life events, and what I learned—both good and bad. Could be related to my parents, siblings, extended family, friends, neighbors, teachers, coaches, pets, trips, school activities, religious activities, sports, arts, or other areas.
     3. Adult experiences since leaving grade school: significant influences, major life events, and what I learned—both good and bad. Could be related to my parents, siblings, extended family, friends, neighbors, professors, coaches, pets, trips, college, religious activities, hobbies, sports, arts, or other areas.
     4. My formal education, the courses I most enjoyed, and the course I least enjoyed:
     5. Significant achievements and what enabled them:
     6. Significant disappointments and negative circumstances I caused that I would like to do over? What caused them:
     7. What I know most, have the most knowledge in, have the most experience in:
     8. What I most enjoy doing and spending time on – recharges my energy, fun, calming, motivating, and satisfying activities. Could be related to people, places, pets, causes, or other areas:
     9. What I least enjoy doing and depletes my energy? Why:
     10. My health—both physical and mental. Including major illnesses, surgeries, allergies, and medications:
     11. What I fear and anything in the future I am most concerned about? Why:
     12. What I most value, respect, and am grateful for? Why:
     13. What I least value and respect? Why:
     14. Who I most respect? Why:
     15. Who I least respect? Why:
     16. What I do uniquely well compared to most other people:
     17. Important assets I own or have rights to use. Could be physical property, intellectual property, equipment, mineral rights, tools, instruments, furnishings, art, transportation.
     18. People of influence I have relationships with in my circle of friends, family, colleagues, and community:
2. What drives me? In what areas do I find the most motivation and pleasure? Use the left column to prioritize your drivers. Use the right column to list what you are doing in each area that is most inspiring and purposeful to me.

|  |  |  |
| --- | --- | --- |
| **#** | **Drivers** | **What I do that motivates me** |
|  |  |  |
|  | **Health**– physical health, mental health, physical security, safety, survival, protection, reproduction |  |
|  | **Stability** – certainty, order, organization, tranquility, reliability, dependability, quality, informed, in control |  |
|  | **Autonomy**– independence, freedom, individuality, empowerment |  |
|  | **Belonging** – connection, bonding, involvement, love, acceptance, companionship, relationships, affection, friendship, intimacy, identity, authenticity |  |
|  | **Contribution** – creation, production, mastery, doing good, helping others, improving the environment, conservation, sustainability |  |
|  | **Significance & Success**– power, authority, status, honor, approval, winning, dignity, accomplishment, recognition, attention, wealth accumulation, fame, respect, confidence, reputation, self-assurance |  |
|  | **Growth** – learning, knowledge, curiosity, challenge, advancement |  |
|  | **Fairness** – transparency, getting a bargain, getting as much or more than others, equality, receiving equal or preferential treatment |  |
|  | **Pleasure** – fun activities, pets, games, hobbies, comforts, conveniences, avoiding pain, minimizing fear, joyful experiences, adventure, variety |  |
|  | **Faith** – spiritual growth, relationship with God, doing faith-based work |  |
|  | **Beauty** – my appearance, my dress, nature, birds, animals, mountains, hills, oceans, lakes, ponds, rivers, stars, sky, clouds, sunsets, sunrises, flowers, aromas, art, music |  |

1. Who knows me well and their honest feedback about me (and with whom I won’t punish or blame for sharing their perspective):

|  |  |  |
| --- | --- | --- |
| **✓** | **Feedback Providers** | **Feedback Key Points** |
|  |  |  |
|  | Spouse, partner: |  |
|  | Boss: |  |
|  | Colleagues: |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  | Friends and family: |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

1. My impact on others. Assessment of how I behave with those whom I care about and want to have good relationships:
2. What I do that hurts my relationships, decreases the quality of my relationships, and annoys people. What I need to do less of:

|  |  |  |
| --- | --- | --- |
| **✓** | **What I need to do less of:** | **Comments** |
|  |  |  |
|  | * + - 1. Negativity, complaining, blaming, whining, hopelessness |  |
|  | * + - 1. Exaggerating, lying |  |
|  | * + - 1. Repeating |  |
|  | * + - 1. Insecurity, self-consciousness, co-dependency |  |
|  | * + - 1. Sarcasm |  |
|  | * + - 1. Immaturity |  |
|  | * + - 1. Being lazy, doing nothing, not helping, not finishing what was started |  |
|  | * + - 1. Boasting |  |
|  | * + - 1. Criticizing, correcting |  |
|  | * + - 1. Judging, gossiping |  |
|  | * + - 1. Hypocritical, projecting own shortcomings on others |  |
|  | * + - 1. Ignoring, relationally unavailable |  |
|  | * + - 1. Selfishness, self-centered, stinginess, putting my needs ahead of others |  |
|  | * + - 1. Disengaging, disconnecting, isolating, not talking |  |
|  | * + - 1. Controlling, pressuring |  |
|  | * + - 1. Demanding |  |
|  | * + - 1. Yelling, anger, cussing |  |
|  | * + - 1. Interrupting, redirecting, not listening |  |
|  | * + - 1. Stubbornness, closed-mindedness |  |
|  | * + - 1. Demeaning, disregarding, belittling, discourteous, harsh |  |
|  | * + - 1. Punishing, revengeful, shaming, guilting |  |
|  | * + - 1. Defending, justifying, needing to be right |  |
|  | * + - 1. Dishonesty, unethical, lying |  |
|  | * + - 1. Worrying, ruminating |  |
|  | * + - 1. Envy |  |
|  | * + - 1. Paranoia |  |
|  | * + - 1. Over-functioning, over-reacting, over-personalizing, over-thinking, being too sensitive |  |
|  | * + - 1. Excessive or frivolous spending |  |
|  | * + - 1. Excessive drinking |  |
|  | * + - 1. Poor nutrition |  |
|  | * + - 1. Poor hygiene |  |
|  | * + - 1. Poor posture, slouching, fidgeting, tapping, itching, scratching, picking, burping, stinking, slurping, chewing, smacking, smoking |  |
|  | * + - 1. Risk taking, recklessness |  |
|  | * + - 1. Indecisiveness, procrastination, repeated change |  |
|  | * + - 1. … |  |

1. What do I need to do more of to increase the quality of my relationships?

|  |  |  |
| --- | --- | --- |
| **✓** | **What I need to do more of:** | **Comments** |
|  |  |  |
|  | 1. Tenderness |  |
|  | 1. Respectfulness |  |
|  | 1. Touching |  |
|  | 1. Affirming, supporting, complimenting |  |
|  | 1. Relational, vulnerable, emotionally connecting |  |
|  | 1. Unselfishness, giving, sharing |  |
|  | 1. Communicating, empathizing, understanding |  |
|  | 1. Humility |  |
|  | 1. Gratefulness |  |
|  | 1. Acceptance |  |
|  | 1. Hopefulness |  |
|  | 1. Peace, calm |  |
|  | 1. Joy, happiness |  |
|  | 1. Good nutrition |  |
|  | 1. Exercising |  |
|  | 1. Good hygiene |  |
|  | 1. Safety |  |
|  | 1. …. |  |

1. In what areas should I better know myself:

|  |  |  |
| --- | --- | --- |
| **✓** | **Areas In Which I Should Better Know Myself** | **Comments** |
|  |  |  |
|  | 1. Vision, goals, passions, dreams, hopes, desires |  |
|  | 1. Values, philosophies, principles |  |
|  | 1. Personality, preferences, likes, dislikes |  |
|  | 1. Motivators, drivers, interests |  |
|  | 1. Strengths, skills, abilities, knowledge |  |
|  | 1. Weaknesses, fears, areas to develop, knowledge to gain |  |
|  | 1. …. |  |

1. Assessments I have taken and will take, assessment results, and my insights gained:

|  |  |
| --- | --- |
| **✓** | **Assessments, Results, and Insights Gained** |
|  |  |
|  | * Five-Factor <http://www.personalityassessor.com/ipip120/> |
|  | * Enneagram <https://enneagramuniverse.com/enneagram/test/> |
|  | * Myers-Briggs <https://www.16personalities.com/free-personality-test> |
|  | * DISC <https://www.123test.com/disc-personality-test/> |
|  | * Strength Finders <https://www.gallup.com/cliftonstrengths/en/253868/popular-cliftonstrengths-assessment-products.aspx> |
|  | * Mastery vs Management <https://alpinelink.com/Docs/Management_vs_Mastery_Potential_Assessment.pdf> |
|  | * Leadership Approaches <https://alpinelink.com/quiz/leadership-approach-assessment/> |
|  | * SCOPE of Leadership <https://alpinelink.com/scope/SCOPE_of_Leadership_Assessment.aspx> |
|  | * Time Allocation <https://alpinelink.com/Docs/Alpine_Link_Time_Allocation_worksheet_distributed.pdf> |
|  | * Occupation tool for career exploration and job analysis <http://www.onetonline.org/> |

1. Experiences – What experiences will I pursue to better know myself:

|  |  |  |
| --- | --- | --- |
| **✓** | **Experiences I Will Pursue** | **My Options** |
|  |  |  |
|  | 1. Adventure |  |
|  | 1. Team sport or challenge |  |
|  | 1. Individual sport or challenge |  |
|  | 1. Travel |  |
|  | 1. Faith |  |
|  | 1. Professional project, cross-training assignment, personal project |  |
|  | 1. Course, class, seminar |  |
|  | 1. Public speaking |  |
|  | 1. Community service, volunteering, board membership |  |
|  |  |  |

1. Questions to ponder in my reflection:

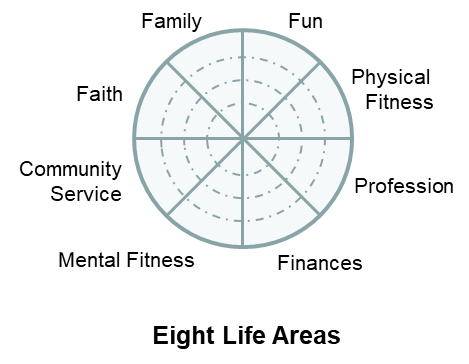
|  |  |  |
| --- | --- | --- |
| **✓** | **Questions** | **My Thoughts** |
|  |  |  |
|  | 1. What is most unique about me that makes me uniquely capable? If I don’t have confidence that I know the answer, how will I discover the answer? |  |
|  | 1. In regard to what I have control of or influence over: What is working well in my life? What is happening that I really like? What is fulfilling and meaningful to me? What habits of mine are taking me in the direction I desire to go? |  |
|  | 1. What isn’t working well? What do I do that annoys people? What is missing in my life? What is happening in my life that I really don’t like? What habits of mine are taking me in the opposite direction of where I desire to go? |  |
|  | 1. What am I looking for in my life? What am I looking for in those I have relationships with? |  |
|  | 1. Who are my best friends? Do I like the influence they have on me? |  |
|  | 1. Who am I listening to? What am I hearing? Is it wise counsel? How is it changing my behavior? |  |
|  | 1. With whom am I in conflict? Who am I judging? What circumstances am I struggling with? How might I have contributed to my circumstances and conflicts? What should I be learning from them? |  |
|  | 1. If I had all the money I needed, what would I do? |  |
|  | 1. If I could be highly skilled and capable in any area, what would it be? |  |
|  | 1. If I had the perseverance, willpower, and self-control needed to do whatever I wanted, what would I do? |  |
|  | 1. If I had the utmost courage, had no fear, and didn’t have to ask for permission, what would I do? |  |
|  | 1. When I am at the end of my time on this planet, what might I wish I would have done? |  |
|  | 1. What is going on in society or my surroundings that I might better understand or engage? |  |
|  | 1. What goal or improvement have I been thinking about for many months or years but not yet achieved? |  |
|  | 1. In what meaningful way could I help others? |  |
|  | 1. In what area has “good enough” been the enemy of “getting better” or doing something new that deserves more of my attention? |  |
|  | 1. If I had three specific wishes that would come true, what would they be? |  |
|  | 1. What topic, issue, or opportunity is most important to me? |  |
|  | 1. What would make the people happy whom I most respect? |  |
|  | 1. If I could make progress in one area of life, in what area would it be? |  |
|  | 1. How might I more fully apply my capabilities? |  |
|  | 1. Are my challenges knowing what to do or doing what I already know to do? |  |
|  |  |  |

# My Identity and Purpose

Who am I, what is most important to me, and what gives meaning to my life?

1. My true identity – My description of my best self and who I consider myself to be. This might include what I do, but more importantly, it reflects the person I am in terms of what I believe, what I value, my strengths, and my innate giftedness:
2. Personal mission statement – What do I want to be known for? What do I want to do or accomplish? What influence do I want to have? What legacy do I want to leave?
3. Family mission statement – On what do we agree that we want to be known for? What influence do we want to have? What do we want to do or accomplish?

# My Objectives and Goals

List your dreams, objectives, and goals here. This could include goals in any area of your life as shown in this diagram. Consider your life as a whole, i.e. all the areas in which you have dreams, aspirations, and goals.

Using the table below, list the areas in which you have goals in the “life area” column. For each life area, list your key goals in the “goal” column. They can be short-term, medium-term, or long-term.

Next, list the enabling development you plan to pursue for each. In other words, identify the areas of knowledge, skill, thinking, or behavior change you need in order to achieve your goals. These can include what you need to continue doing, stop doing, or start doing.

Goal examples include: “Improve my physical fitness”, “Save $150,000 for my kid’s college”, “Spend more time with family”, “Join a volunteer board in my community”, “Lead a faith-based study group”, “Build a new house”, “Grow my business to $1M”

Enabling development examples include: “Spend 30 minutes in cardio activity three times a week”, “Eat a salad every day for lunch”, “Put $400 a month into savings”, “Spend an hour each evening in reflection, meditation”.

|  |  |  |  |
| --- | --- | --- | --- |
| **✓** | **Life Area** | **Goal** | **Enabling Development** |
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# Activating My Ambition Action Plans

Use this section to create action plans for each goal or enabling development activity. Within each action plan, include activities that help you achieve your goals and sustain them. Typical learning and development activities are listed below. Use this table as a reference in deciding which activities to incorporate into your own action plans. Add other development activities to the list below as you discover other ways to learn, grow, and achieve your goals.

|  |  |  |
| --- | --- | --- |
| **✓** | **Development Activity** | **Comments** |
|  |  |  |
|  | * Ask others for feedback |  |
|  | * Complete surveys and assessments |  |
|  | * Identify principles to follow |  |
|  | * Sign up for daily article or blog on topic |  |
|  | * Read a book on the topic, start a book club |  |
|  | * Listen to podcasts |  |
|  | * Research (e.g. Google) the topic |  |
|  | * Talk to a subject matter expert |  |
|  | * Shadow someone else who does this well |  |
|  | * Get a mentor or a coach |  |
|  | * Attend courses – industry, college, seminars, MOOCs (massive open online courses such as Coursera, udacity, edX) |  |
|  | * Join an association or a volunteer organization in the role needed to develop in |  |
|  | * Teach the topic to others, or write an article on it |  |
|  | * Complete a special or temporary assignment |  |
|  | * Practice, video record practice |  |
|  | * Establish new daily habits |  |
|  | * Journal progress, keep scorecards |  |
|  | * Meet with accountability partners to track progress |  |
|  | * Take a trip |  |
|  | * Participate in a new experience |  |
|  | * Take a break from something like a sabbatical from work |  |
|  |  |  |

Action plans can include activities you plan to start doing, continue doing, or stop doing to reach your goal. They can include any milestones or metrics you want to track. Here is a sample action plan:

|  |  |  |  |
| --- | --- | --- | --- |
| **Goal Example: Achieve ……** | | | |
|  | | | |
| ✓ | **Development Activity** | **Due Date** | **Comment** |
|  |  |  |  |
|  | **What to do:** |  |  |
|  | * Talk to [someone] about ….. |  |  |
|  | * Do research on …… |  |  |
|  | * Attend a class on …. |  |  |
|  | * Read a book or listen to a podcast on …. |  |  |
|  | * Learn best practices in …. |  |  |
|  | * Adopt framework/model on [topic] to follow |  |  |
|  | * Practice ….. |  |  |
|  | * Give a presentation on [topic] to …. |  |  |
|  | * Volunteer or lead an initiative on …. |  |  |
|  |  |  |  |
|  | **What to stop doing:** |  |  |
|  | * Telling people [what to do] instead of asking questions and listening |  |  |
|  | * Eating dessert after dinner |  |  |
|  | * Delegating without following up |  |  |
|  | * Cancelling 1on1s with my team |  |  |
|  | * Adjourning meetings without agreed upon action items |  |  |
|  | * ……. |  |  |

Action plans can also be created based on the typical steps people go through to activate their ambitions. Refer to these steps to help you identify the areas and actions in which you need to give the most attention. For more information, see: <https://www.activatingyourambition.com/>

|  |  |  |  |
| --- | --- | --- | --- |
| **Goal: Create action plans that activate my ambition** | | | |
|  | | | |
| ✓ | **Development Activity** | **Due Date** | **Comment** |
|  |  |  |  |
|  | **Awareness** (Having self-awareness of what to work on and awareness of what to do) List actions needed to:   * + - Have a comprehensive understanding and baseline knowledge of the topic I'm engaging.     - Confirm I have an unbiased awareness of the current issue or the opportunity that lies ahead.     - Clearly define the end goal I’m pursuing (problem to be solved or opportunity to be leveraged) and align it with other objectives that this plan might affect.     - Research and evaluate all reasonable approaches to reaching my end goal. |  |  |
|  | **Motivation**(Establishing why to pursue my goal) List actions needed to:   * + - Validate the impact of achieving this goal and know why pursuing this goal is worth the effort.     - Document the pain to be avoided, the gain to be achieved, or whatever is expected.     - Quantify the benefit of achieving the goal to justify taking action now instead of later.     - Ensure the driving motivation to proceed is an intrinsic one, not merely an externally imposed one such as a compliance requirement or condition of employment. |  |  |
|  | **Belief** (Securing confidence my goal can be achieved) List actions needed to:   * + - Analyze any expected obstacles or prior attempts to understand the risks involved and issues that are likely to be encountered.     - Plan for and overcome obstacles that might be encountered so that I have a high degree of confidence in going forward.     - Craft stories or examples that help me visualize my desired end state.     - Talk with someone or review an example of someone who has successfully accomplished this goal. |  |  |
|  | **Incremental Steps** (Determining how to achieve my goal) List actions needed to:   * + - Develop myself, create the mindset, gain the knowledge, and establish the behaviors/habits needed. (Put these actions within a timeline of key milestones, due dates, and/or metrics to track)     - Make this as easy to start, simple to implement, and enjoyable as possible.     - Secure early wins that build my confidence and make quick progress toward my goal |  |  |
|  | **Time & Energy** (Making my goal achievable) List actions needed to:   * + - Know the time and energy (physical and mental) required to implement my actions.     - Accommodate whatever time is required to perform the actions required.     - Accommodate whatever extra energy is required to perform the actions required.     - Secure the resources required to provide the extra time and energy needed. |  |  |
|  | **Initiation** (Moving from thinking to doing) List actions needed to:   * + - Deal with any possible scheduling conflicts.     - Deal with any upcoming circumstances that might present extraordinary obstacles to implementing these actions and achieving this goal.     - Identify and confirm the optimal starting date, time, and place to execute this plan.     - Eliminate any fallback options that are clearly less desirable than continuing with the plan once it has been initiated. |  |  |
|  | **Others** (Putting a fail-proof support group in place) List actions needed to:   * + - Consult, involve, and inform those who will be affected by this plan.     - Win over potential detractors.   Secure key relationships.   * + - Confirm any people or resources needed to execute this plan.     - Secure the support of others who are pursuing a similar goal including establishing a "support group" which benefits everyone involved.     - Put in place accountability measures for all involved that provide encouragement, maintain accountability, and celebrate the completion of incremental milestones. |  |  |
|  | **Normalcy** (Turning this plan into reality and making it sustainable) List actions needed to:   * + - Ensure any new skills or behaviors required to achieve this goal can be safely practiced on a repeated basis without maltreatment or fear of failure.     - Ensure any new behaviors required can be practiced frequently and daily if necessary, without interruption and without taking extended breaks from that behavior, until it becomes a natural habit.     - Ensure there is sufficient discipline, dedication, persistence, and restraint in place on the part of everyone involved in executing this plan.     - Ensure the attainment of this goal will result in a sustainable condition that can be as normal as the current condition it is replacing. |  |  |

Now create your own action plans that achieve your goals. For a graphical action plan PowerPoint version go to: <https://alpinelink.com/wp-content/uploads/2019/11/My-Delta-Roadmap.pptx>. For a fillable action plan PDF version go to: <https://alpinelink.com/Docs/My_Delta_Roadmap.pdf>.

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| **Goal #1: …** | | | |
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| ✓ | **Development Activity** | **Due Date** | **Comment** |
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| **Goal #2: …** | | | |
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# Individual Development History

**ILP created** – [date]

**ILP initially reviewed with** [spouse, partner, friend, coach, trainer, pastor, or counselor] [date]

**Milestones** [List significant events on your life journey, e.g. key achievements, completion of development goals]

# Notes from Development Sessions

Use this section to record notes from your development conversations with your spouse, partner, counselor, boss, coach, mentor, trainer, pastor, and others in your circle of influence.

**Development session 1** with [person] [date]

- [key points to remember]

- [decisions made]

- [actions to be taken]

- …..

**Development session 2** with [person] [date]

- [key points to remember]

- [decisions made]

- [actions to be taken]

- …..

**Development session 3** with [person] [date]

- [key points to remember]

- [decisions made]

- [actions to be taken]

- …..

**Development session ….** with [person] [date]

- [key points to remember]

- [decisions made]

- [actions to be taken]

- …..

**Future Topic Parking Lot**

- …..

- …..