

# SWEET SPOT APIE TOOL

**APIE:** Assess, Plan Implement and Evaluate (pronounced ‘appy’)

(See *Still Sexy After Sixty* - Chapter Two for more information)

What is your goal? Make this long-term goal as specific as possible and give it a start date.

Goal: \_\_\_\_\_

\_\_\_\_\_ Start Date: \_\_\_\_\_

**Assess:** “Stop, Start, Continue” Thinking about your goal, ask yourself, ‘What is it that I need to STOP, what is it that I need to START and what should I CONTINUE?’ This high-level overview provides an opportunity to reflect on the positive and the negative and provides some insight into what you need to do first. Only complete the ones that apply to your goal.

Start: \_\_\_\_\_

Stop: \_\_\_\_\_

Continue: \_\_\_\_\_

**Plan:** Conduct a **SWOT Analysis** - Strengths, Weaknesses, Opportunities and Threats. Thinking about your goal, write down its internal strengths, weaknesses, and external opportunities and threats:

**Strengths:** *What are the talents or gifts you possess that could be harnessed and developed to meet the goal? What are your personal qualities that will help you to achieve your plan? What insight do you have that provides support and confidence to move this forward?* \_\_\_\_\_

\_\_\_\_\_

**Weaknesses:** *What characteristics place the plan at a disadvantage relative to others? Is this the right time given other personal priorities? Are you hearing negative self-talk? Whose voices do you hear—your parents’, your partner’s, your kids’? Can you turn this negativity around so you just hear your voice?* \_\_\_\_\_

\_\_\_\_\_

**Opportunities:** *What resources are available in the community to assist you? Would it be an advantage to consult with a mentor, expert or specialist? Is there a friend who could support you on this personal journey? Do you believe the cards are stacked in your favor?* \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Threats:** *Are there elements in the environment that could cause trouble for you? Are there people who might block your plan or negatively influence your decisions? Do you believe the cards are stacked against you?* \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**In review:** Identify the main items you need to act on now and any related smaller actions. As an example, do you need to: start or stop something; call a friend or mentor; make an appointment with a specialist; have a conversation with your partner; juggle timelines of other activities; investigate costs; do some research; adjust your lifestyle (food, exercise, alcohol or drug use); review resources that are available in the community; consider your physical, mental or spiritual health?

**Action Plan:** Outline the first few steps below; make the steps easy to achieve; think of the steps as short-term mini-goals: (Think about: what, when, where and why); set a date.

Step 1: \_\_\_\_\_ Complete by: \_\_\_\_\_

Step 2: \_\_\_\_\_ Complete by: \_\_\_\_\_

Step 3: \_\_\_\_\_ Complete by: \_\_\_\_\_

**Implement:** It is all up to you now. Manifest your destiny by initiating the Action Plan. On a scale of 1 to 5 (if 1 is the weakest and 5 is the strongest) how committed are you to achieving your goal? \_\_\_\_\_. If you have chosen a 1, 2 or 3 please choose a different goal. To be successful a 4 or 5 is best.

**Evaluate:** On a scale of 1 to 5, how are you doing? \_\_\_\_\_. Are you happy with your actions so far? Yes \_\_\_\_ or No \_\_\_\_\_. If not, what do you need to start or stop? Do a mini-assessment of how the plan is working. Do you need to break down the goal or action into smaller manageable ones? Are you beginning to see the light at the end of the tunnel? Listen to your inner voice—is it saying you’re on the right track; are you sleeping better, breathing better, relating better, making decisions better? Recalibrate and continue.

**Congratulations** – you are on your way to finding your life’s sweet spot!

*A dream written down with a date becomes a goal.*  
*A goal broken down into steps becomes a plan.*  
*A plan backed by actions makes your dream come true.*  
*The way to get started is to quit talking and begin doing.*

- Walt Disney

