

R.E.A.L. IMPACT

“End of Year” Planning Letter

Dear _____

This has been the best year of my career! Thank you for your support, particularly (insert area you are looking for support in here)...

Results

The accomplishment I'm most proud of is...

And I improved in my ability to ...

Energy

I was most energized by...

And I feel good about the energy I contributed to...

Accountability

I took on more responsibility for...

And I consistently...

Learning

I really grew in my ability to ...

And helped our team get better at...