



2025 IET Basic Design Camp Frequently Asked Questions

What Is the IET Basic Design Camp?

The 2025 IET Basic Design Camp (BDC) is designed to increase the capacity of states/territories and local programs to design and deliver quality integrated education and training (IET) programs for adult learners across the country. The IET BDC is made up of nine virtual sessions intended to help adult education professionals understand how to plan, design, implement, and assess IET programs using the [IET Design Toolkit](#). Training sessions provide a combination of lecture and breakout discussions, and peer exchanges allow participants time to discuss topics presented earlier in the week in more depth and to share their local IET approaches and practices with other teams. This updated BDC training will also include new content on improving access to and success in IET for all learners, including learners with disabilities.

Over the course of the BDC, participating local teams will learn how to

- conduct and synthesize research to select an IET program reflective of community needs,
- use a planning tool to define the IET program goals and develop a work plan to implement a quality IET program,
- draft a curriculum design plan and use tools to develop a single set of learning objectives for the IET program, and
- access resources to help analyze and use program data for continuous improvement.

What Is the Training Schedule?

This additional BDC cohort will be offered in 2025. The IET BDC consists of nine sessions held over five weeks: one orientation, four webinars, three peer exchanges, and a closing session. The sessions will be hosted via Zoom and will comprise a total of 18.5 hours of synchronous training and discussion time per cohort. The cohort consists of nine sessions that will take place over five weeks. All sessions are hosted via Zoom.

Dates and Times for the 2025 IET Basic Design Camp

Winter Design Camp	Time
Friday, February 7, 2025 (orientation)	2:00–4:30 p.m. ET
Thursday, February 13, 2025	11:00 a.m.–1:30 p.m. ET
Friday, February 14, 2025	11:00 a.m.–12:30 p.m. ET
Wednesday, February 19, 2025	11:00 a.m.–1:30 p.m. ET
Friday, February 21, 2025	11:00 a.m.–12:30 p.m. ET

Winter Design Camp	Time
Tuesday, February 25, 2025	11:00 a.m.–1:30 p.m. ET
Friday, February 28, 2025	11:00 a.m.–12:30 p.m. ET
Tuesday, March 4, 2025	11:00 a.m.–1:30 p.m. ET
Friday, March 7, 2025	11:00 a.m.–12:30 p.m. ET

Who Should Participate in the IET Basic Design Camp?

We are looking for state/territory teams of up to six participants, including adult education program providers from agencies funded under the Adult Education and Family Literacy Act and Title II of the Workforce Innovation and Opportunities Act as well as at least one state/territory adult education representative. The state/territory team application will be completed by the state/territory director (or their designee).

States/territories will be asked to apply in teams of one or two state-level representatives and two local IET provider teams as follows:

- Each state/territory team should have no more than six members but not less than four. The team will include one or two state-level representatives and one or two teams consisting of two local IET providers.
- A minimum of one state/territory-level representative and a maximum of two should register. The state/territory should identify participants who understand the state-level policies in place to encourage IET programs and also understand what professional development resources and support the state/territory may have in place to support IET program implementation.
- Each state/territory should identify two local IET provider teams consisting of two individuals each who are program practitioners currently providing IET programs or in the process of planning IET programs and who are committed to developing and improving IET models at their agencies through this training. The local teams may be made up of key IET program staff and partners and/or stakeholders actively engaged in IET development and implementation work. Given their size and structure, territories can also identify one local IET provider team (in lieu of two local IET provider teams) consisting of four individuals.

We encourage states/territories to select team members with the following traits:

- demonstrated interest in developing or enhancing IET program delivery,
- empowered to make decisions on IET design and implementation processes,
- diversely experienced in IET (members might include beginners and experts and practitioners from large and small local programs), and
- available to actively participate in and committed to attending all scheduled events.

Are All States/Territories Eligible for the Basic Design Camp?

All states/territories are eligible to participate in BDC training. Priority will be given to states/territories that have not participated in previous IET Design Camps, but we encourage all states/territories to consider sending a new team. The limit for this cohort is ten states/territories to maximize time for group discussion and participation.

What Are the Expectations for Basic Design Camp Participants?

Participants are expected to attend all virtually facilitated weekly sessions (i.e., one orientation, four webinars, three peer exchanges, and the closing session), during which they will learn from peers and subject matter experts, share ideas and resources, and complete a series of activities. In addition to attending the facilitated sessions, participants should plan on spending an additional one or two hours per week completing assignments and contributing to the virtual IET Community of Practice discussions between synchronous sessions. These at-home activities provide opportunities to learn new information and skills, engage with peers, explore questions and challenges, and discuss solutions.

What Is the Role of the State/Territory Representative/Professional Development Liaison on the Team?

The state/territory representative will participate in all training activities and have the opportunity to learn alongside local teams to support the design and implementation of IET in their state/territory. The state/territory representative will host state/territory team time at the end of training sessions to facilitate state-specific conversations inspired by the training and participate in the three ADVANCE IET peer exchanges to support further learning opportunities.

How Can My State/Territory Apply?

The state/territory team application should be completed by the state/territory director (or their designee). The application requests name, role, and contact information for training participants and collects information on the state's/territory's goals for participating, the level of IET program experience of the local teams, and past participation in IET Design Camps. The [online application](#) will be available starting October 14, 2024. Use the BDC Sample Application as a guide to prepare and gather the information that you will need to submit your online application on behalf of your state/territory team. **The application deadline is November 26, 2024.**

Once we receive your application, a member of the Design Camp coordinating team may contact you to request additional information. We will provide notification about the selection of training participants by December 13, 2024. Selected applicants will receive additional updates and information prior to the first training session. Please note that registration in the Basic Design Camp will be capped at ten states/territories to ensure a dynamic learning environment.

Questions? Please contact ietdesigncampinfo@air.org.

