

## PY22-23

### Integrated EL Civics (IET for ELLs)

### Integrated Education and Training (IET) Plan

IET Program Implementation - Introduction

This survey provides TWC with an overview of your Integrated EL CIVICS Education and Training (IET) program for PY 22-23. For additional resources or tools, see the [TRAIN PD Career Pathway Website \[link\]](#) or reach out to your Program Specialist or [AELTA@twc.texas.gov](mailto:AELTA@twc.texas.gov).

Direct Links to Tools:

- [IET Design Toolkit on TCALL Web site](#)
- [Developing Basic Skills Curriculum for an IET \(Texas Adaptation\)](#)
- Texas AEL IET Design Grid (Blank)
- [Setting Up Training Services in TEAMS](#)
- MSG Desk Aid

### Grantee and Provider Information

1. Grant Recipient:
2. Service provider (If provider is not the Grant Recipient):
3. Name of person completing this form
4. What's your role in our AEL Program?
5. Email address:

### Previous Provided IET Program (No Changes)

If you provided this IET program for English Language Learners last year and submitted a survey, complete this section. Make sure you have the number of the Survey you submitted last year for question # 8. Surveys have been returned to AEL Grantee Director.

Select the best response below:

Yes, I provided this IET last year.

No, this is a new IET (either new or improved from previous years).

8. Write the survey number in the blank below. If you do not know the survey number write "unknown" below.

9. Did you make any substantial changes to the intensity, duration, MSG, or credential outcomes to be awarded? Yes No

10. Did you have completers who were awarded MSGs and Credentials?  
YES/NO

## **IET with an Employer**

11. Is this an IET with an Employer?

Yes

No

12. Who is the employer?

13. Do you have an MOU with the employer?

Yes

No

Not yet, It's in development.

14. What are the goals of the program as outlined in the MOU?

## **IET Program Description**

15. Select the Workforce Training provided in the IET program. (Your selection here will customize the following survey questions.) [See drop down menu options]

16. What is the name of the Integrated El Civics Program? (May be the same as above.)

17. What are the *anticipated* start dates for 1) the contextualized AEL instruction and 2) for the Workforce Training class?

Anticipated start date for contextualized AEL: Date

Anticipated start date for Workforce Training: Date

18. Approximately how many people do you anticipated to enroll in this IET over the course of the year?

19. Is this IET Program on the Eligible Training Provider List (ETPL) as an IET?

Yes

No

I don't know

**20. Select the type of entity providing the Workforce Training:**

Institution of Higher Education [IHE] - (Credit or non-credit)

TWC authorized Career School

College

corporate training division

A private contractor or independent trainer

Local non-profit

Other (Enter type below.)

**21. Are participants required to have a high school diploma or HSE or attain a specific English proficiency prior to entry?**

Yes No

Unsure

**22. Does the Integrated IET program have a preparation class such as a bridge or on-ramp class? (This is a common strategy for additional time to 1) provide instruction, 2) conduct a career assessment of the individual's fit for the occupation 3) identify and resolve attendance barriers 4) determine student overall readiness for the intensity and duration required.)**

Yes

No

**23. How are you recruiting ELL participants for the IET program? Select all that apply.)**

Recruiting from AEL participants

(current and past) Recruiting in

collaboration with Workforce Solutions

Referrals from a community college

Working with a CBO to serve their  
population Participants are employed by  
a business partner

Working with a Registered Apprenticeship  
Program (RAP). Advertising, promotions, on-line  
posting, various social media.

Recruiting from an existing career exploration or college preparation class

Other (please specify)

## 24. How did you determine if a participant was a good match for this Integrated EL Civics IET/Training?

Career exploration was required prior to  
enrollment work experience in the field  
the participant self-selected from a  
list of options career inventory used  
to determine match employer  
recommendation

Basic skill level was sufficient for entry

ESL level of proficiency

Other (please specify)

## Requirements of an IET: Core Components

This page asks questions about the instructional design and the performance outcomes for the IET program of study.

See AEL letters:

[AEL 4-16chg1: Implementing Integrated Education and Training English Literacy and Civics Education- Update](#)

[AEL 02-16ch1: Implementing the Integrated Education and Training Approach to Service Delivery](#)

[AEL Letter 01-17chg1: Implementing Programs, activities, and Services for English Language Learners](#)

[AEL 03-17 Implementing and Reporting Workforce Training under the IET Service Approach to Service Delivery](#)

[AEL 04-17: Implementing & Reporting Workforce Preparation Activities](#)

[AEL07-17ch1: Required Syllabus Design for AEL Instruction](#)

[AEL Performance Guide](#)

25. Indicate (check) the Core Components provided in the IET:

AEL Activities contextualized for

Workforce Training Workforce

Preparation Activities

Workforce Training for a specific in-demand or targeted occupation or occupational cluster, as determined by the Board

Unsure at this time.

26. Select how the IET Components will be delivered.

IET Components will be delivered concurrently at points within the overall timeline of the Workforce Training schedule.

The AEL Activities will be delivered prior to and after the Workforce Training component. *(Due to constraints with the workforce training schedule.)*

I don't know.

Other (please specify)

27. How does the IET support the occupational needs of the local, state or regional economy?

The IET is a local partnership between the AEL provider, Workforce Board and employer(s). We're collaborating on this effort to meet the demand of the regional economy through providing job training and job placement.

The Workforce Training is an in-demand (or targeted occupation), as defined by the Local Workforce Development Board.

AEL worked with the Workforce Development Board and determined there was local need that supports training in this industry and occupation.

Other (describe)

28. During enrollment in the IET, what is the expected MSG option(s) to be attained by the participant? (This should be reflected in the student ITEC Plan. See the new [AEL Performance Guide](#)) An MSG Desk Aid can be found here: [insert link]

MSG Type 1a (EFL- Gain in Basic Skills/ESL based on a post-test)

MSG Type 1b: Postsecondary enrollment after IET completion and AEL exit

MSG Type 2: High School Diploma or HSE achievement during

the program year MSG Type 3: Postsecondary Transcript or

Report Card

MSG Type 4: MSG (Progress

Milestone) MSG Type 5: MSG

(Skills progression)

Unsure at this time. Request Technical

Assistance. None of the above

29. Upon completion of the IET, what Recognized Postsecondary Credential (Credential), will be awarded? [See the AEL Performance Guide.](#)

## Required IET Components: AEL Activities

30. What Adult Education and Literacy Activities are provided? (Select all that apply.)

Contextualized reading

Contextualized writing

Contextualized math

Contextualized ESL

Preparation for the Texas Certificate of High

School Equivalency Digital Literacy skills

Other (please specify)

31. Approximately, how many AEL Direct hours will be provided between the IET start and end date?

32. Will the grantee use a Distance Learning Curriculum to support AEL activities?

Yes (Enter the DL Curriculum in

box below.) No

Unknown at this time.

Name the DL curriculum:

33. Describe when and how the Civics Content will be included along the timeline of the participant's enrollment? [Comment Box]

## Required IET Components: Workforce Preparation Activities

34. Who provides the Workforce Preparation Activities?

My organization's

instructors A partner

organization

Comment

35. Select the type(s) of Workforce Preparation Activities provided? (all that apply):

cross disciplinary skills (for example research, inquiry, reasoning,

problem solving, ethics) critical thinking

career advising

digital literacy

career knowledge

time management skills

self management skills

teamwork skills

cultural understanding

civics learning

learning styles

study skills

test taking skills

job search

job interviewing

resume writing

Other (please specify)

36. How many hours of Workforce Preparation Activities are provided?

### **Required IET Components: Workforce Training**

37. Is the Workforce Training for the IET customized to allow AEL students to enter below the standard entry requirements? (and in what way).

YES. The high school diploma/HSE entry

requirement is waved. YES. The TSIA

requirements for college readiness is waived.

YES. A specified reading/math level is waived.

NO. No specific Workforce Training program requirement is waived for AEL students. (AEL students must meet the same requirements as all other students that enroll.)

NO. There is no pre-requisite or established academic program entry requirement.

I don't know. Please contact me to discuss.



Other (please explain)

38. How many hours of Workforce Training is provided. (Estimate for a 3 hr. credit course = 48 hours of seat time of training.)

## Total IET Program- Instructional Approaches

39. Using the following typology of integration, indicate the level of integrated instruction of the basic skills and the Workforce Training (WFT) instruction: Select the model that most accurately reflects the delivery and instructional collaboration. All models represent ways that IETs can be implemented.

**Model One:** (Non-Integrated) The WFT component is delivered as it normally would be. Contextualized AEL is separate and delivered as an additional class developed by the AEL instructor using the WFT course outlines as a guide without input from the WFT Instructor.

**Model Two:** (Aligned instruction with separate, contextualized Basic skills). The WFT and AEL instructors jointly identify the basic skills needed to succeed in the WFT course, and these basic skills are taught separately by the AEL instructor in a separate class.

**Model Three:** (Partially Integrated) The WFT and AEL instructors jointly modify the existing WFT course to accommodate the needs of the basic skills students. The AEL Instructor and the WFT instructor are not in the same virtual and/or physical space but teach along the same timeline. (Such as Fall semester)

**Model Four:** (Fully Integrated Instruction) The WFT and AEL instructors work together to design the IET that is co-taught 100% of the time with basic skills and training fully interwoven within the same classroom (same virtual and/or physical space) throughout the IET.

**Other: This model must be pre-approved by TWC prior to implementation.** One instructor with the required credentials for teaching both the WFT and adult education content, teaches both the AEL and WFT as the sole instructor, either in virtual and/or physical spaces.

Model not listed. [Specify below]

## IET Program: Workforce Training Costs

40. What are the approximate costs for one individual to attend this IET? (Cost should include any pre-requisite items such as CPR or First Aid courses, background checks or drug screening, AEL instruction, WFT tuition, additional instructor fees, books, student supplies, and if applicable to the training, tools, uniforms, testing fees, physical examinations, for example.)

You can find guidance about allowable costs in:

[AEL Letter: 03-17 Implementing and Reporting Workforce Training under the IET](#)

[Approach to Service Delivery](#)

I'm unsure at this time and need assistance in determining costs. Approximate cost is listed below:

41. How will the program pay for the Workforce Training and related costs? (Check all that apply.)

TWC AEL Grant (AEFLA)

TWC Accelerate Texas Grant

Program eligible for federal financial aid

Program eligible for financial aid under

Ability to Benefit Texas Public Educational

Grant (TPEG)

Title I - Training Account

Other Workforce Board support

Other IHE support or

specialized program Self-pay

(partial)

Local (non-AEFLA) funds

Other scholarship, foundation or grant

Institution is waiving all or some of the tuition and fees Other (please specify)

## IET - Support Services

**AEL 03-21 Allowability of Funding Transportation Support Services with AEFLA Funds for additional information.**

**Texas Workforce System Partnerships are a primary strategy for providing support services for IET participants.**

42. Check which additional services are provided to students by the grantee and/or grantee partner:

	Grantee Provides	Partner Provides
Career navigation	<input type="checkbox"/>	<input type="checkbox"/>
Digital literacy instruction		
Job placement	<input type="checkbox"/>	<input type="checkbox"/>
Transportation (gas cards/bus passes)		
Job development/placement assistance	<input type="checkbox"/>	<input type="checkbox"/>
Housing assistance		
Vocational Rehabilitation Services (per participant need)	<input type="checkbox"/>	<input type="checkbox"/>
Child care		
WIOA Title I case management	<input type="checkbox"/>	<input type="checkbox"/>

Other (please specify)

## Program Evaluation

**Determining Success**

43. How are you evaluating the success of the program?

**Click DONE to submit your plan.**

**Thank you.**

**If you have any questions about this survey, please contact your Program Specialist or email  
AELTA@twc.texas.gov**

**Click "Done" to submit your IET plan.**