

Research Funding

Effective: February 2, 2026

INTRODUCTION

The College of Licensed Practical Nurses and Health Care Aides of Alberta (CLHA) has the **authority** under the *Health Professions Act* (HPA) to carry out its activities and **govern** the practice of Health Care Aides (HCAs)* in a manner that protects and serves the public interest. CLHA also regulates the practice of Licensed Practical Nurses (LPNs).

The CLHA funds research related to the LPN and HCA professions. Quality research in these areas provides evidence-informed knowledge to guide healthcare practices, leading to better client outcomes and safety.

Terms found in the definition section are **bolded** where they appear for the first time in this document.

PURPOSE

This policy outlines the expectations for how **recipients** should appropriately use the research funding from the CLHA.

POLICY

The CLHA may enter into a funding agreement to grant research funds to applicants who want to research the LPN and HCA professions and regulations.

Recipients of the grant are required to use the funds for specific research expenses detailed in their approved research **proposal** and this policy. If recipients want to claim expenses other than those in the original proposal, they will require written approval from the CLHA.

The CLHA can cancel funding if the recipient does not adhere to the terms of the funding agreement and this policy.

Award Process

The CLHA may award research funds to proposals that meet its research requirements. These proposals may be awarded through a request for proposals (RFP) or targeted research partnerships.

* "In this document, "Health Care Aides (HCAs)" has the same meaning as "regulated member(s)" in the *Health Professions Act*".

Request for proposal: the CLHA may issue a call for research proposals (RFP), inviting researchers to submit their grant applications in an open competition.

Targeted research partnerships: the CLHA may pursue a specific research topic or question relevant to its regulatory work with an identified researcher.

Funding Process and Term Limits

A research agreement outlining terms and conditions for the funding must be signed between the CLHA and the recipient's institution or organization prior to receiving funds from a CLHA grant.

Typically, funds are granted on a one-year term, but a multi-year term may be agreed to if the CLHA determines it is reasonable for the proposed project. To obtain an extension to the original term, the recipient must submit a written request, which will then be approved by the CLHA.

If any funds are unused, recipients should contact the Department of Performance Measurement and Research. Unused funds are returned to the CLHA unless a project extension is approved or an alternate arrangement is made in writing between the recipient and CLHA.

Previous recipients can apply for and receive future research grant funding.

Allowable Expenses

Funding from the CLHA may be used in addition to funding from another source (for example, matching funds) or as **seed funding** to support preliminary research, including pilot and **feasibility studies**.

Funds are to be used for the research project activities only and may include the following:

- payment of a research assistant or trainee for work completed on the funded project;
- **participant honorarium**;
- the cost of equipment and supplies; and
- laboratory charges and travel expenses for activities related to the research.

Funding cannot be used for costs that are not directly related to the purpose of the research, such as rent or utilities of office space.

Alterations to the Project

Recipients require written approval from the CLHA before making any major changes to the initial project proposal, timelines, and/or budget. The CLHA reserves the right to withdraw support and funding if there are major changes to the research activity or the project is cancelled. If this happens, any unused funds needs to be returned to the CLHA.

Authorship and Publication

Research partners will be considered for **authorship** on any academic works based on their contribution to the written work or presentation.

The CLHA encourages recipients to publish CLHA-funded work in open-access journals using the funding provided by the CLHA.

Funding from the CLHA is to be acknowledged in posters, presentations, and anything else presented to the public, unless the CLHA directs that it does not wish to be acknowledged.

A recipient, or any other person, can only use the CLHA logo or any other trademark of the CLHA with the written consent of the CLHA.

The CLHA may share the research results in CLHA communications, such as a web news article.

Reporting Requirements

Recipients must prepare a final report on the funded research project. This final report will also include recommendations based on the research findings, a record of the research outputs, and a final statement of spending that reviews the differences between the proposed budget and the final amount of money used.

If the project is extended beyond one year, the recipient must provide an annual report about the research activities, including an up-to-date spending report, to the CLHA.

CONCLUSION

The CLHA may provide funding for research that advances knowledge about the LPN and HCA professions and regulations and contributes to evidence-informed guidelines and practices. This document outlines the process for obtaining research funding and the expected use of the funds.

Documents are updated frequently. For the most current version and access to related documents and resources, please visit the Knowledge Hub on clha.com.

If after reading this document, you have any questions about research funding, please contact the Department of Performance Measurement and Research at pmr@clha.com, 780-484-8886, or 1-800-661-5877 (toll free in Alberta).

DEFINITIONS

Authority: refers to the power or right to give orders, make decisions, and enforce obedience. It can also mean the appropriate person to give orders or make decisions.

Authorship: when a person gets credit for their research contributions to a study.¹

Feasibility studies: the beginning steps of a project to see if the project or plan is even possible.²

Govern: to lead, control, or manage an organization or group, often by creating rules and making decisions that guide their actions.

Participant honorarium: a small payment that can be given to someone or a group for their participation or services provided.³

Proposal: a formal document that outlines the topic someone wants to research, why they want to research that topic, and the process they will take to do so, including proposed resourcing and budget.

Recipients: a person who is receiving the funding from the CLHA.

Seed funding: the first amount of money someone receives to fund their research or project.

REFERENCES

¹ Nature Portfolio, *Authorship*, 2024, [Authorship | Nature Portfolio](#).

² Jennifer Bridges, *What is a Feasibility Study? How to Conduct One for your Project*, April 2023, [What Is a Feasibility Study? How to Conduct One for Your Project](#)

³ University of Toronto, *Understanding Honorarium Payments*, September 2023, [Exploring Commercial Vendor Accounts \(Set-up, Search and Usage\)](#).