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| This invention disclosure form (“IDF”) is used to report a discovery, invention, or other intellectual property made by faculty members, fellows, staff members, or students, within the course and scope of employment or resulting from activities performed on Texas Christian University time, or with the support of external or internal funds, from using facilities or resources owned by the Texas Christian University System (“Inventors”). Inventors are bound by the policies and procedures of Texas Christian University and, by signing this IDF, the Inventors acknowledge (1) Texas Christian University’s intellectual property rights, (2) that all right, title, and interest in the discovery, invention, or other intellectual property is assigned and transferred to Texas Christian University immediately upon creation, origination or acquisition of same, and (3) that Inventors are additionally bound by the intellectual property policy of Texas Christian University. An IDF can be filed at any time and at any stage of a research program.  For any questions associated with this form, please contact Lorrie Branson at ext. 4266 or [research@tcu.edu](mailto:research@tcu.edu). | | | | | | |
| 1. **INVENTOR INFORMATION** | | | | | | |
| **Names of Inventors.**List the *corresponding inventor* first. The *corresponding inventor* will be the point-of-contact between the inventor(s) and Texas Christian University. Return this document either as an attachment to an email addressed to [research@tcu.edu](mailto:research@tcu.edu) or mailed to: **TCU Box 297024** | | | | | | |
| 1. **Corresponding Inventor** | | What is your percent (%) contribution to this disclosed invention? | | |  | |
| NAME TITLE | | | | | | |
| DEPARTMENT | TELEPHONE  ( ) | | | EMAIL ADDRESS | | |
| CITIZENSHIP | CAMPUS ADDRESS | | | | | |
| HOME ADDRESS | | | | | | |
| LIST ADDITIONAL INSTITUTIONAL AFFILIATION(S) | | |  | | YES | NO |
|  | | | Do you have a Veterans Administration (VA) appointment? | |  |  |
|  | | | Is your VA appointment without compensation (WOC)? | |  |  |
| **Signature** | | | | **Date (mm/dd/yyyy)** | | |
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| --- | --- | --- | --- | --- | --- | --- |
| 1. **Inventor** | | What is your percent (%) contribution to this disclosed invention? | | |  | |
| NAME TITLE | | | | | | |
| DEPARTMENT | TELEPHONE  ( ) | | | EMAIL ADDRESS | | |
| CITIZENSHIP | CAMPUS ADDRESS | | | | | |
| HOME ADDRESS | | | | | | |
| LIST ADDITIONAL INSTITUTIONAL AFFILIATION(S) | | |  | | YES | NO |
|  | | | Do you have a Veterans Administration (VA) appointment? | |  |  |
|  | | | Is your VA appointment without compensation (WOC)? | |  |  |
| **Signature** | | | | **Date (mm/dd/yyyy)** | | |
|  | | | | | | |
| 1. **Inventor** | | What is your percent (%) contribution to this disclosed invention? | | |  | |
| NAME TITLE | | | | | | |
| DEPARTMENT | TELEPHONE  ( ) | | | EMAIL ADDRESS | | |
| CITIZENSHIP | CAMPUS ADDRESS | | | | | |
| HOME ADDRESS | | | | | | |
| LIST ADDITIONAL INSTITUTIONAL AFFILIATION(S) | | |  | | YES | NO |
|  | | | Do you have a Veterans Administration (VA) appointment? | |  |  |
|  | | | Is your VA appointment without compensation (WOC)? | |  |  |
| **Signature** | | | | **Date (mm/dd/yyyy)** | | |
| **\*\*ATTACH ADDITIONAL INVENTOR INFORMATION SHEETS AS NECESSARY \*\*** | | | | | | |
| 1. **INVENTION, DISCOVERY, OR OTHER INTELLECTUAL PROPEROTY** | | | | | | | |
| The US Patent and Trademark Office, <http://www.uspto.gov>, defines an invention as any new and useful process, machine, manufacture, or composition of matter, or any new and useful improvement thereof, which, taken together, include practically everything that is made by man. | | | | | | | |
| 1. Invention Title. Provide a **non-confidential** title that is brief and broadly descriptive. Describe what the invention can do, not how it does it. | | | | | | | |
| 1. Abstract. Provide a **non-confidential** abstract. Summary results and data may be included but materials and methods should be omitted. | | | | | | | |
| 1. Key words. An abstract of the invention may be posted online in a searchable database. Provide key words that will help interested parties find the invention. | | | | | | | |
| 1. Confidential Description of the Invention. Describe the invention completely. Include sketches, drawings, and photographs as appropriate. Provide key data and experimental results. If available, attach a draft manuscript. | | | | | | | |
| 1. Evidence for Patentability. The criteria for a US patent are novelty, non-obviousness, and utility. Indicate below evidence for each criterion. | | | | | | | |
| 1. **NOVELTY.** How does the invention improve what has already been described in the scientific or patent literature? Attach copies of key publications (including your own), patents, and patent applications that demonstrate the progression of technology that led to your invention, as well as the features of your invention that improve on the state-of-the-art. | | | | | | | |
| 1. **NON-OBVIOUSNESS.** What makes your invention new and unexpected? Why was your invention not obvious, at the time the invention was made, to a person skilled in the art? | | | | | | | |
| 1. **UTILITY.** What problem does the invention solve? How does the invention fit into current practice, use, diagnosis or therapy? Who might find the invention useful, and be willing to pay for it, and why? | | | | | | | |
| 1. Stage of Development. Provide evidence for the conception of the invention including the date, such as copies of original notebook pages, reports, charts, notes, and electronic media. Ensure that original records are signed, dated, and witnessed and kept in a secure location. To what extent has the invention been reduced to practice? Has the invention been sufficiently tested to demonstrate that it will work for its intended purpose? Attach data. What further work is needed to develop the invention? | | | | | | | |

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| 1. **PUBLIC DISCLOSURE** | | |
| Public disclosure prior to filing a patent application (a presentation, a published paper, a web publication or abstract, or an offer for sale) may compromise patent rights. After public disclosure, US patent law provides a one-year grace period in which to file but essentially all foreign rights are lost. Inventors are urged to use discretion, take advantage of Confidential Disclosure Agreements and submit IDFs well in advance of presentations or publications. | | |
|  | YES | NO |
| 1. Has the invention been disclosed in an abstract, paper, grant application, talk, news story, thesis, web page, or public conversation? If YES, please list with details and enclose copies, if available. |  |  |
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|  | YES | NO |
| 1. Is a publication or other disclosure planned in the next six months? If YES, please list with details and enclose copies, if available. |  |  |
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|  | YES | NO |
| 1. Have you spoken about the invention to persons outside the university? If YES, please describe the circumstances, dates, and extent of the disclosure. |  |  |
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|  | YES | NO |
| 1. Have technical materials or items related to the invention such as chemical compounds, reagents, antibodies, biologicals, cell lines, chips, or software, ever been sent to or received from another organization? If YES, provide details (what was transferred, date, and the originating or receiving organization). |  |  |
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|  | YES | NO |
| 1. In reference to SECTION III. Item D. above, were the materials transferred under a Materials Transfer Agreement (MTA)? If YES, please attach a copy. |  |  |
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| 1. **SPONSORSHIP** | | | | | | |
| Sponsors often have certain rights to inventions discovered through funded research. | | | | | | |
| **\*\* DO NOT leave this section blank. If there were no sponsors, please clearly indicate this. \*\*** | | | | | | |
|  | | | | | YES | NO |
| 1. Government Agency Contract? If YES, then indicate Grant Number / Title / Principal Investigator (PI) | | | | |  |  |
| **Grant Number** | **Title** | | **Principal Investigator (PI)** | | | |
|  |  | |  | | | |
|  | | | | | YES | NO |
| 1. Other Sponsoring Entity. Please give name(s) of the company, university, foundation, I/UCRC, or other sponsor(s) and the university account number and effective date(s). If the invention was made under a Sponsored Research Agreement, please attach a copy. | | | | | | |
| **Sponsor Entity Name** | | **University Account Number** | | **Effective Date (mm/dd/yyyy)** | | |
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|  | | | | | YES | NO |
| 1. Has the invention been disclosed to government or industry sponsors? If YES, please provide details, including the dates and names of organizations and their representatives. | | | | |  |  |
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|  | | | | | YES | NO |
| 1. During the past three (3) years have any of the Inventors had a consulting agreement related in any way to the field of the invention or with the sponsor of the research? If YES, please provide details, including a copy of the consulting contract and statement of work. | | | | |  |  |
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|  | | | | | YES | NO |
| 1. Conflict of Interest. Have all the Inventors filed annual Conflict of Interest (COI) disclosures or amendments, for the current financial year as required by university policy? | | | | |  |  |
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| **V. External Inventors**  Please provide the name and contact information for all inventors external to Texas Christian University. | | | |
| **Name** | **Affiliation** | **Email** | **Phone Number** |
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| **VI. Principal Events:** Please provide the dates for principal events regarding origin and development of the invention or discovery. If no dates are provided, the date of disclosure to Research Compliance will be used as the date of conception.  a. What is the conception date?  b. Was the conception date documented in a lab notebook?  YES  NO  If YES, and if witnessed, please provide the name of the witness:  c. What was the date of any other written records of this invention or discovery and what is the availability of those records? |

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| **VII. Commercial Entities**: Please provide information about commercial entities that may be interested in this invention or discovery and describe your discussion or contact with them regarding this invention or discovery (if applicable).  No known company interest at this time  Company: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Previous Contract  Company: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Previous Contract  Company: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Previous Contract  Company: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Previous Contract  Company: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Previous Contract |
| **List other inventors or products that you know would compete with your invention:** |
| **Describe who in the market will use or have an interest in your invention and for what purpose (what practical or competitive advantage does this invention offer):** |

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| **VIII. Literature & Prior Art Review (Required):** Please do a literature review and prior art (patent) search and list any relevant publications and patent filings. Please provide an analysis stating how your work is non-obvious and novel based on your findings. Attach as many pages as needed. |

**INTELLECTUAL PROPERTY RIGHTS ASSIGNMENT**

As an employee of Texas Christian University (TCU), and in accordance with the University Intellectual Property Rights Statement, I agree to and do hereby grant and assign to TCU my entire right, title and interest in and to inventions and improvements coming within the scope of this Disclosure. My assignment shall include all domestic and foreign rights in such inventions and improvements. To aid TCU in securing full benefit and protection thereof, I agree to promptly do all lawful things reasonably requested, at any time during or after employment by TCU, without additional compensation but at TCU’s expense.

Exceptions to an assignment to TCU are when an invention for which no equipment, supplies, facility or trade secret information of TCU was used and which was developed entirely on the employees own time, and (a) which does not relate (1) to business of the University or (2) to the University’s actual or demonstrably anticipated research or development, or (b) which does not result from any work performed by the employee for TCU.

Title of Invention: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Signature

Date

**Time and Effort Commitment Acknowledgment**

Inventor(s):

Disclosure Title:

TCU is committed to supporting research at our institution and values your efforts. The Intellectual Property Review Committee will review your disclosure and make a recommendation on whether to pursue intellectual property protection for the invention disclosed herein. Should the decision be made to pursue intellectual property protection for the invention, TCU will undertake such action and commit funds for this purpose with the understanding that there is a shared responsibility between the university and the inventor to move toward a commercial opportunity.

As the inventor, as well as a faculty member at TCU, you may expect the university to support such effort by:

* Assisting in and supporting the protection of the intellectual property
* Assisting in marketing the technology and sourcing potential commercial partners
* Communicating with you about the process and our efforts
* Facilitating and sponsored research activities from corporate partners

Likewise, your participation in the commercialization process is also integral to its success. Therefore, the University would expect you to participate by:

* Notifying TCU of additions or changes to the original proposal
* Supporting the marketing and commercialization efforts, as needed
* Communicating with industry contacts and potential commercial partners
* Working with TCU to advance your research and the commercialization of the invention

I agree to the responsibilities outlined above.

Inventor(s)

I do not wish to participate in the commercialization or the patent process.

Inventor(s)