

**CONFIDENTIAL\***  
**Baylor University**  
**Invention Disclosure**

The Office of the Vice Provost for Research (OVPR) works with Baylor faculty, staff and students to identify and protect intellectual property and to manage the process through which inventions are transformed into actual products or services that benefit inventors, the university and society. The purpose of this form is to gather information necessary to determine whether commercial development of your discovery is feasible and whether patent protection or some other form of legal protection should be sought. Please download, fill out, and submit this form to sarah\_anderson11@baylor.edu. If you are unsure whether or not you have developed intellectual property, please feel free to reach out to sarah\_anderson11@baylor.edu for a pre-disclosure conference.

**All parties viewing this document are bound by confidentiality. Therefore, please be thorough and transparent in disclosing all pertinent information.**

**Title of Invention:**

**Principal Investigator Information**

**Principal Investigator:**

**Principal investigator** (this individual, usually the primary inventor, will serve as OVPR's primary contact to discuss this disclosure)

<b>Faculty</b>	<b>Staff</b>	<b>Other</b>	
<b>College/School</b>			<b>Department:</b>
<b>Email address</b>			<b>Phone:</b>
<b>Citizenship:</b>	<b>US citizen</b>	<b>Other</b>	

**Additional Baylor Inventor Information**

**Co-Inventor:**

<b>Faculty</b>	<b>Staff</b>	<b>Other</b>	
<b>Address:</b>			
<b>Title/Position:</b>			
<b>College/School:</b>			<b>Department:</b>
<b>Email address:</b>			<b>Phone:</b>
<b>Citizenship:</b>	<b>US citizen</b>	<b>Other</b>	

## Additional Baylor Inventor Information Continued

**Co-Inventor:**

**Faculty      Staff      Other**

**Address:**

**Title/Position:**

**College/School:**

**Department:**

**Email address:**

**Phone:**

**Citizenship:      US citizen      Other**

**Co-Inventor:**

**Faculty      Staff      Other**

**Address:**

**Title/Position:**

**College/School:**

**Department:**

**Email address:**

**Phone:**

**Citizenship:      US citizen      Other**

**Co-Inventor:**

**Faculty      Staff      Other**

**Address:**

**Title/Position:**

**College/School:**

**Department:**

**Email address:**

**Phone:**

**Citizenship:      US citizen      Other**

## Non-Baylor Inventor Information

Co-Inventor:

Affiliation:

Faculty      Staff      Other

Address:

Title/Position:

College/School:

Department:

Email address:

Phone:

Citizenship:      US citizen      Other

Co-Inventor:

Affiliation:

Faculty      Staff      Other

Address:

Title/Position:

College/School:

Department:

Email address:

Phone:

Citizenship:      US citizen      Other

Co-Inventor:

Affiliation:

Faculty      Staff      Other

Address:

Title/Position:

College/School:

Department:

Email address:

Phone:

Citizenship:      US citizen      Other

Please include any additional inventors in an attachment along with this disclosure form.

## Sponsorship

Please fill out this section carefully. If you received any federal funding that resulted in the invention or conception of this intellectual property, we are required to report that information to the federal funding agency per the Bayh-Dole Act. Check the "NO SPONSERS" box if no funding was received for this project. Otherwise please fill in the requested information.

### NO SPONSORS

Identify both internal and external funding sources you believe were used to conceive of or develop the technology you are disclosing:

Name of Funding Entity

Award Number (Federal Grant/ Agreement/ Contract/ Other)

Project ID or Account #

Manager/ Managing Office of Award

Name of Funding Entity #2

Award Number (Federal Grant/ Agreement/ Contract/ Other)

Project ID or Account #

Manager/ Managing Office of Award

Research Support/Funding Information

Related Agreements

Corporate Contacts/Disclosures, if any

## Invention Information

**Select all that apply. The intellectual property described in this disclosure includes:**

Please provide a short (1-2 paragraph), non-confidential description of the intellectual property. This description should be written so that someone with relatively basic knowledge in your field could understand it.

Please provide 3-10 keywords that someone in your field or a related industry might use to search for the technology.

Along with this form, please **attach a detailed description of the intellectual property** in your email to sarah\_anderson11@baylor.edu. You do not necessarily need to write new materials for this description. Previously written documents (manuscripts, funding proposals, etc.) are encouraged. Feel free to attach sketches, drawings, photographs and other materials that help illustrate the description.

## Research History

Your laboratory notes and other records will be crucial in documenting this invention, from its original conception through proof of concept and reduction to practice. These dates help us establish priority for patent filing. We also need to know if confidential information about the invention already has been disclosed.

**Date of experiments for proof of concept/ reduction to practice:**

**Date of prototype or working model (if applicable):**

**Public disclosure: (Include past, ongoing, and anticipated disclosures)**

**Publication(s)**                      Date:                      Title:                      Venue:

**Poster session(s)**                      Date:                      Title:                      Venue:

**Oral presentation(s)**                      Date:                      Title:                      Venue:

**Thesis or dissertation(s)**                      Date:                      Title:                      Venue:

**Website or internet posting(s)**                      Date:                      Title:                      Venue:

**Any non-confidential disclosures?**

**Please provide a copy of any public disclosure(s) along with this disclosure form.**

## Commercialization

A. List the names of any companies that may be interested in the technology or are doing similar research and include how your invention would complement their existing technologies/products.

Also, provide the names of any companies (and a contact person, if known) who have contacted you regarding your research related to the Invention.

No company interest known at this time

### **Companies Who May be Interested & Contact**

### **Companies With Whom You Have Communicated & Contact**

B. List other Inventors or products that you know would compete with your Invention

## Software Implementation of the Invention

Is the invention being disclosed software, or is software implemented in the invention?

Yes     No

If Yes, describe the implementation of the software completely, using the outline given below.

1. **Scope of Work**

2. **Software Developers** [Please list any developers of the software if different from invention]

None

3. **Software Derivation** [If software is a derivative of an existing work, please explain the original work's source and the modification]:

None

4. **Third Party Content** [Identify any third party content (including any open source software) or other elements of their source]

None

5. **Brief Software Description** [Please characterize how robust and implementation friendly the work is.]:



## Baylor University Inventor Certification and Assignment

This section is to be completed only by those Baylor University personnel subject to Baylor University Intellectual Property Policy. Non-Baylor Inventors are subject to a separate assignment and must complete Section C. Baylor Inventors who believe they are not subject to the Baylor University Intellectual Property Policy for the Invention described herein must complete Section C.

**I/we, the Inventors, hereby certify that the information set forth in this Report of Invention is true and complete to the best of my/our knowledge.**

**I/we, the Inventors, hereby certify the I/we will promptly advise the Office of the Vice Provost for Research of any commercial interest regarding the Invention described herein.**

**I/we, the Inventor(s), subject to Baylor University Intellectual Property Policy and not under an obligation to assign intellectual property rights to another party, hereby affirm that in consideration for Baylor University's evaluation of commercial potential and a share of income which I/we may receive upon commercialization of my/our Invention, on the date of my/our signature(s) as indicated below do hereby assign and transfer my/our entire right, title and interest in and to the Invention described herein unto Baylor University, its successors, legal representatives and assigns.**

Baylor University Inventor Signature	Typed or Printed Name	Date
Baylor University Inventor Signature	Typed or Printed Name	Date
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Baylor University Inventor Signature	Typed or Printed Name	Date

## Inventor Certification without Assignment

### Non-Baylor Inventors must complete this Section

Any Baylor Inventor(s) who believe themselves **not** subject to assignment via the Baylor University Intellectual Property Policy for the specific Invention described herein (e.g. the Invention was made under a consulting agreement or other) must sign below and summarize the reasons for their belief. The Office of the VPR will review this summary and may, depending upon the unique facts of the case, require assignment of the Invention at a future date.

**I/we, the Inventor(s), hereby certify that the information set forth in this Report of Invention is true and complete to the best of my/our knowledge.**

Inventor Signature	Typed or Printed Name	Date
Exception to assignment via the Baylor University Intellectual Property Policy: <input type="checkbox"/> Non-Baylor personnel <input type="checkbox"/> Other If Other, please provide details of the exception:		
Inventor Signature	Typed or Printed Name	Date
Exception to assignment via the Baylor University Intellectual Property Policy: <input type="checkbox"/> Non-Baylor personnel <input type="checkbox"/> Other If Other, please provide details of the exception:		
Inventor Signature	Typed or Printed Name	Date
Exception to assignment via the Baylor University Intellectual Property Policy: <input type="checkbox"/> Non-Baylor personnel <input type="checkbox"/> Other If Other, please provide details of the exception:		
Inventor Signature	Typed or Printed Name	Date
Exception to assignment via the Baylor University Intellectual Property Policy: <input type="checkbox"/> Non-Baylor personnel <input type="checkbox"/> Other If Other, please provide details of the exception:		

## Inventor Certification without Assignment Continued

### Non-Baylor Inventors must complete this Section

Inventor Signature	Typed or Printed Name	Date
Exception to assignment via the Baylor University Intellectual Property Policy: If Other, please provide details of the exception: <span style="float: right;">Non-Baylor personnel, <input type="checkbox"/> Other <input type="checkbox"/></span>		
Inventor Signature	Typed or Printed Name	Date
Exception to assignment via the Baylor University Intellectual Property Policy: If Other, please provide details of the exception: <span style="float: right;">Non-Baylor personnel, <input type="checkbox"/> Other <input type="checkbox"/></span>		
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Exception to assignment via the Baylor University Intellectual Property Policy: <input type="checkbox"/> Non- Baylor personnel, <input type="checkbox"/> If Other, please provide details of the exception: <input type="checkbox"/>		
Inventor Signature	Typed or Printed Name	Date
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Inventor Signature	Typed or Printed Name	Date
Exception to assignment via the Baylor University Intellectual Property Policy: <input type="checkbox"/> Non-Baylor personnel, <input type="checkbox"/> Other <input type="checkbox"/> If Other, please provide details of the exception:		

Please submit completed forms and additional documents to [sarah\\_anderson11@baylor.edu](mailto:sarah_anderson11@baylor.edu). Sarah Anderson from the Office of Innovation & Economic Development will schedule a follow up meeting with you to further discuss the disclosed intellectual property.