

**Innovation Disclosure**

*“Innovation” means new Intellectual Property (as defined by the* [UofL Intellectual Property Policy](https://louisville.edu/policies/policies-and-procedures/pageholder/pol-intellectual-property-policy-1)*), including but not limited to ideas, processes, products, apparatus, compositions of matter, software, living organisms, and improvements to (or new uses for) things that already exist.*

**Submission Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Description of Innovation**

Title of Innovation:

Date idea first conceived or created:

Did you begin work on this idea prior to your time at University of Louisville? *If you chose “Yes”, please indicate where (i.e. workplace or pursuant to a degree) and whether it was under your scope of employment.*

 [ ]  Yes. Please describe \_\_\_\_\_

 [ ]  No

Are you attaching any publications/papers/poster presentations/or other things?

 [ ]  Yes. Please list what you are providing:\_\_\_\_\_\_\_\_\_

[ ]  No

Is this innovation related to a previous submission to our office?

 [ ]  Yes. Please describe \_\_\_\_\_\_

 [ ]  No

Provide a brief description of the innovation (50-100 words that others not in your field can understand):

**Intellectual Property Protection Considerations**

Intellectual Property (IP) generated by University employees generally falls into one of two categories of legal protection: patents and/or copyrights.

For something to be patentable, it must be “new, useful and non-obvious.” Examples of things that fall under patent protection are new materials, drugs, medical devices, and methods for treatment or manufacture. For more information please see <https://www.uspto.gov/>

For something to be copyrightable it must be original and “fixed in a tangible medium” – this includes digital mediums. Examples of innovations that fall under copyright protection are books, art, music, and instruction manuals. For more information, please see <https://www.uspto.gov/ip-policy/copyright-policy/copyright-basics>

If you believe your innovation clearly falls into either the patent or copyright category, please complete that respective subsection below, along with the “Other Considerations” subsection. If you are unsure whether your innovation may be patentable or copyrightable, or think it could be both, please complete both the “Patent Considerations” and “Copyright Considerations” subsections below.

PATENTABILITY CONSIDERATIONS

How is the innovation "new" or "novel"?

*To be novel, an invention must be substantially different from anything else that is public knowledge. Public, worldwide knowledge includes anything that has been previously patented, written about in a publication, or already sold in the open market*.

How is it "useful"?

*To be useful, an invention must work and serve some type of purpose. You would not be able to patent a time machine unless you could get it to work. You also would not be able to patent a new drug if it had no effects*.

Explain how your idea is not "obvious"?

*To be non-obvious, the invention must not be easily perceived by an expert in the field. For example, patenting a toaster that can toast ten slices of bread at a time is obvious because it merely increases capacity.*

Would you consider your idea a research tool? Yes[ ]  No[ ]

*Examples: vectors, antibodies, animal strains, cell lines, things primarily used by other researchers*

COPYRIGHT CONSIDERATIONS (if applicable)

How is your innovation original?

Does your innovation incorporate or utilize works from other sources?

*For example, if you have software code did you use another platform to create it or does it use parts of other codes?*

OTHER CONSIDERATIONS

Past public disclosure: Has the research been the subject of a submitted abstract, published, presented, or discussed with anyone outside of UofL faculty/employees? If yes, please provide an attachment.

 [ ]  Yes. Please summarize what was disclosed and associated dates.

 [ ]  No

Future public disclosure: Is the research the subject of a planned abstract, publication, or other disclosure?

 [ ]  Yes. Please summarize the timeframes you expect submission/acceptance \_\_\_\_\_\_

 [ ]  Check if urgent, a public disclosure is eminent (in the next 30 days). Describe. \_\_\_\_\_\_

 [ ]  No

Summarize the current stage of development. For example, is your innovation a theoretical concept, have you planned experiments but not yet started/completed them, describe the significance of any completed experiments, describe how others have reproduced your results, describe any working prototype here.

Outside materials: Does the research or any component thereof utilize or incorporate the proprietary materials of others? This includes materials that were either received under an MTA or purchased for the research.

 [ ]  Yes. Please describe name of material and the source\_\_\_\_\_

 [ ]  No.

 [ ]  Check if third party Artificial Intelligence (AI) used. If so, please describe\_\_\_\_

COMPLIANCE REPORTING CONSIDERATIONS

Funding: Have you already submitted any reports on this innovation to funding agencies?

 [ ]  Yes. Please describe or provide a copy.

 [ ]  No.

Did a funding agency of the federal government or another entity fund aspects of this innovation, or do you anticipate future funding will be used?

*Information on your grant progress report(s) and those filed by this office on your behalf for required reporting should match. A statement of government support listing relevant federal grant agencies and numbers accompanies a patent application and there are ongoing reporting obligations.*

 [ ]  Yes. Please list entities and grant numbers or describe:

 [ ]  No.

COMMERCIAL IMPACT CONSIDERATIONS

What is the problem your idea solves and why is this significant?

What is the competition for this new product or service. Or, how is the problem addressed currently?

Please list any competitive products, processes, or services currently existing or in development.

Please list any potential interested partners or market contacts.

Describe the end product(s) and/or service(s) that would result from your innovation.

What societal impact do you envision for your innovation?

**Additional Information (Optional)**

Please insert any additional information you would like to provide.

**Contact Information**

|  |  |
| --- | --- |
| Full Name (s) |  |
| Employee Title(s) |  |
| Affiliations: Department, School and/or Center: |  |
| Email(s) |  |
| Appointments (eg. VA or other institution) |  |

**Acknowledgement by Discloser(s):**

Thank you for your submission and your contributions to our community and society! The lnnovation & Technology Transfer team will assess this disclosure and provide a “Go/No-Go” decision detailing next steps. If you receive a “Go” decision, you will be asked to complete and sign additional forms and cooperate with providing ongoing information.

To complete and submit your Innovation Disclosure Form, please check the box below:

[ ]  I \_\_\_\_ [insert name] \_\_\_\_\_\_\_\_\_\_, acknowledge that I have read and understand the University Intellectual Property Policy, the instructions and procedures relayed on the Innovation Disclosure and verify that the information I provided herein is true to the best of my knowledge.

[ ]  I \_\_\_\_ [insert name] \_\_\_\_\_\_\_\_\_\_, acknowledge that I have read and understand the University Intellectual Property Policy, the instructions and procedures relayed on the Innovation Disclosure and verify that the information I provided herein is true to the best of my knowledge.

**\*The disclosure must be complete and the above box must be checked for your disclosure to be evaluated.**

**TO BE COMPLETED BY STAFF**

Received by University of Louisville Office of Innovation & Technology Transfer on:

(*First date received opened and acknowledge by ULI&TT staff*)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Federal Reporting Invention Disclosure deadline:

(*60 regular days from acceptance of a complete ID with federal funding*)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_