



## Office of Technology Commercialization

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### Invention Disclosure Form

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#### DIRECTIONS

1. Read and fill out completely the UAH Invention Disclosure Form. Include information related to government or private funding of research leading to the invention or discovery. Obtain signatures from department head, dean, or center director before submitting the form.
2. Deliver the completed Invention Disclosure Form via campus mail or in person to Kannan Grant, director of the UAH Office of Technology Commercialization, VBRH E39. Additionally, please send an electronic copy of the disclosure form to [kannan.grant@uah.edu](mailto:kannan.grant@uah.edu). An electronic copy must be received before a prior art search can be performed and a provisional patent application can be filed.

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#### CONTACT INFORMATION

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Thank you in advance for your cooperation and effort.



## Office of Technology Commercialization

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### Invention Disclosure Form

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#### **PART 1. WRITTEN DESCRIPTION – INVENTION INFORMATION**

##### **Completing the Written Description**

A patent application is required to contain certain categories of information. These categories appear on the disclosure form and should be completed to the best of the inventor's ability. Our attorneys may use Part 1 of the Invention Disclosure Form to prepare and file a provisional patent application in the U.S. Patent and Trademark Office. An explanation of the content needed for each category in order to satisfactorily complete such patent filing is provided with each item.

##### **A. TITLE OF INVENTION**

(The title of the invention or discovery should be brief but technically accurate and descriptive, and preferably from two to seven words.)

##### **B. BACKGROUND**

(This section should set forth a brief history of developments that have led to this particular invention or discovery. Included in this section should be a statement of the field to which the invention or discovery pertains.)

##### **C. BRIEF SUMMARY OF INVENTION**

(Provide a brief summary of the invention indicating its nature and substance, which may include a statement of the object of the invention. The summary may point out the advantages of the invention, or how it solves problems inherent to related technologies. The nature and gist of the invention or the inventive concept should be set forth.)

#### **D. BRIEF SUMMARY OF DRAWINGS**

(If there are drawings, figures, chemical structures or the like, as detailed in (f) below, there is a need for a brief description of the several views of them. The detailed description of the invention should refer to different drawings by specifying the figure number and to the different parts of a drawing by reference letter or numerals.)

#### **E. DETAILED DESCRIPTION OF THE INVENTION**

This section must include a written description of the invention or discovery and the manner and process of making and using it. Furthermore, the description is required to be in such full, clear, concise, and exact terms as to enable any person skilled in the field to which the invention or discovery pertains, or with which it is most nearly connected, to make and use the invention. The specification must set forth the precise invention in such a manner as to distinguish it from other inventions and from what is currently known. It must describe completely a specific model of the process, machine, manufacture, composition of matter of improvement invented, and must explain the mode of operation or principle whenever applicable. The best method contemplated by the inventor of carrying out his/her invention must be described. Pictures, data tables, preprints of upcoming publications, or anything that broadens the scope of the invention and makes the disclosure complete should be included. Be as detailed as you feel is necessary.)

**F. DRAWINGS OR SUPPORT MATERIAL**

The applicant for a patent is required to furnish any drawings or support material of his or her invention where necessary for the understanding of the subject matter. Flow charts and diagrammatic views are appropriate if they facilitate an understanding of the invention. Graphs or other presentations of data should be included as well. If the drawing is in color, please provide three copies.

**Part 2. UAH OFFICE OF TECHNOLOGY COMMERCIALIZATION INFORMATION**

**A. COMMERCIAL POTENTIAL**

What are the chances of this invention becoming a commercial product or otherwise being important to the university's interests? Circle one.

Definitely will be

Very likely

Might be

Not likely

**B. RESEARCH FUNDING**

Identify all grants/contracts that may have provided funds used to conceive or reduce to practice the invention, in whole or in part. Such funds could include grants and contracts from the government, from corporations, or from private institutes or associations. Please be explicit and provide grant numbers.

1) Sponsor:

P.I.:

Contract/Grant Number:

UAHuntsville Org Number:

Project Title:

Research Period—Beginning Date:

End Date:

2) Sponsor:

P.I.:

Contract/Grant Number:

UAHuntsville Org Number:

Project Title:

Research Period—Beginning Date:

End Date:

3) Sponsor:

P.I.:

Contract/Grant Number:

UAHuntsville Org Number:

Project Title:

Research Period—Beginning Date:

End Date:

### **C. EXPORT CONTROL**

UAHuntsville has an obligation to implement an export control compliance program to reduce the risk of export control violations. All employees and students must be aware of and are responsible for the export control implications of their work and must ensure their activities confirm to export control laws and regulations. There are severe institutional and individual sanctions for violations of export control laws and regulations, including the loss of research funding, loss of export privileges, as well as criminal and civil penalties. It is important for OTC to understand if the technology that is the subject of this disclosure is controlled by export regulations.

Is the technology being disclosed or the technical information in the disclosure subject to US Export Control laws including, without limitation, those implemented by the Department of Commerce through its Export Administration Regulations (EAR) and the Department of State through its International Traffic in Arms Regulations (ITAR), as well as those imposed by the Treasury Department through its Office of Foreign Assets Control (OFAC)?

Yes

No

If you are unsure if the technology that is the subject of the disclosure is subject to export control, please check with the UAHuntsville's Research Security Administration. The RSA maintains a website with export control information and resources at [resadmin.uah.edu/rsa](http://resadmin.uah.edu/rsa). Additional information and resources regarding these and other regulations that impact university activities can be found at [resadmin.uah.edu/rsa/](http://resadmin.uah.edu/rsa/)

### **D. CHRONOLOGICAL DATA**

1) Earliest verifiable date invention was conceived:

Does there exist an earlier, dated record of the invention's conception, a sketch, report, laboratory notebook entry, or the like which: a) describes your invention, and b) can be independently corroborated? Describe such records.

2) Date of first written description:

Witnesses:

To whom first shown:

3) Date of first drawing:

Draftsman or illustrator:

4) Date of first synthesis, working model or prototype:

Witnesses or worker:

Present location of sample:

5) Date of first test:

Witnesses:

Results:

Documentation:

6) Date of first disclosure to another:

Name of party:

Purpose:

Where:

7) Date of first disclosure or use by others outside of university:

Name of party:

Witnesses:

Documentation:

Where:

List and append all publications in which the invention was described or occasions on which it was described orally or in writing to others (e.g., abstracts, symposiums, poster presentations), together with the date of publication. Include copies of publications, in print or anticipated, and abstracts:

8) Date of first sale or offer for sale:

Name of purchaser:

Witnesses:

Documentation:

Where:

#### **E. FURTHER DEVELOPMENTS**

Describe any projected improvements to the technology and a corresponding timetable for such improvements. Please indicate any known resources, including sources of research funding that will be used to further develop the technology.

#### **F. RELATED PUBLICATIONS**

If you know of any published material, such as scientific papers, patents (with patent number, if known), or commercial literature relating to your invention, please cite and/or supply them. Patent information can be obtained via a key word search from: <http://www.uspto.gov>.

#### **G. CERTIFICATION**

By signing below, each inventor certifies that he or she is an inventor, that the others named herein are inventors, and that there are no other inventors, to the best of his or her knowledge. Furthermore, pursuant to UAH Policy on Distribution of Income from licensing fees and royalty payment, each inventor agrees to the percentage royalty split of net income to be distributed to individual inventors, of free will, made without coercion of any kind. Any income received as a result of licensing will be distributed according to UAH policy and divided among the inventors as indicated below. If the royalty distribution information is NOT completed, it will be assumed that all inventors consent to an equal royalty distribution. **You must notify the UAH Office of Technology Commercialization of any change of address.** If you cannot be contacted, any patent applications may be abandoned and you will not receive any royalties. **Please indicate with an asterisk the inventor who will serve as the principal contact with the UAH Office of Technology Commercialization.** All correspondence with, and questions for, the inventors will be addressed to the principal contact.

Name: \_\_\_\_\_ Royalty Split: \_\_\_\_\_ %  
SSN: \_\_\_\_\_ Citizenship: \_\_\_\_\_  
Home Address: \_\_\_\_\_ Office Address: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Office Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

Please check one:  
 I am a UAH Inventor.  
 I am not a UAH Inventor.  
 I invented this technology while at UAH but I am no longer at UAH.

Department: \_\_\_\_\_

Signature of Dean/Dept. Chair/Center Dir./Supervisor: \_\_\_\_\_

\_\_\_\_\_  
Inventor Signature

\_\_\_\_\_  
Date

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Signature of Dean/Dept. Chair/Center Dir./Supervisor: \_\_\_\_\_

\_\_\_\_\_  
Inventor Signature

\_\_\_\_\_  
Date

**Note: Please copy this page for additional inventors.**

### **Part 3. NON-CONFIDENTIAL SUMMARY**

In the space provided below please provide a non-confidential summary of your invention. This summary should be approximately one to three paragraphs in length. It should not contain any proprietary information. It should describe the advantages of your invention as related to prior technology, if any, e.g., faster, cheaper, stronger. The summary will primarily be used as a marketing tool when contacting companies about your technology and may be posted on the UAH OTC website. Additionally, UAH OTC will publish brochures and other summary lists of UAH technologies that will be sent to companies and will be distributed via development offices.

#### **Part 4. MARKETING QUESTIONNAIRE**

Please feel free to attach additional sheets if you need more room, or if you need to explain your response. In addition, please attach any supplemental materials that you think might help illustrate your answers.

##### **A. PRODUCTS AND SERVICES**

List below as many actual or hypothetical products or services as you can think of that might benefit from your invention. Be adventurous; try to think of broader and narrower applications for the invention than those that immediately come to mind, as well as applications that are outside of your own field.

##### **B. COMPETING PRODUCTS AND SERVICES**

List as many existing products or services that you can think of which meet essentially the same product or service goals as those listed above; also indicate the company that provides each such product or service. You may wish to refer to catalogs or databases in looking for such alternatives. If product brochures or descriptions are available, please submit them along with this form.

**C. POSSIBLE LICENSEES**

List the names of companies that you think might be interested in using your invention to make, use, or sell products or services. If you have a contact at any of these companies, be sure to give a name, telephone number and email address. Of course, we will speak to you first before calling your contacts.

**D. ADVANTAGES**

Encouraging companies to invest in the commercial development of your invention will require that we describe for them its advantages over alternative products, processes, or services. Please list all of the advantages that you can think of below.