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| ***For Office Use Only:*****Received:****Disclosure #:**  |

**Instructions: Complete all parts of the form based upon your knowledge and abilities. If a**

**question does not apply, please enter “N/A.”**

**Submit completed form to** **invent@tamus.edu****.**

***If you have a grant proposal, manuscript, or items requested under question number 4 that further detail your disclosed technology, please submit as separate attachments along with this form*.**

**Technology Description**

**1. Title of your invention (the “disclosed technology”):**

**2. List key words (e.g., key words or tags used for publication purposes) that correspond to the technology you are disclosing:**

**3. Summary of disclosed technology in lay terms:**

**4.** **Check any applicable boxes below that apply to the disclosed technology and provide associated information:**

**[ ]  The technology is or includes a device; a diagram/drawings of the device, labeling and detailing its principal components is attached.**

**[ ]  The technology is or includes a process, method, or algorithm; a flow chart detailing the steps of the process, method, or algorithm is attached.**

**[ ]  The technology is or includes a composition of matter; a detailed chemical description (i.e., structure, sequence, and/or formula) and the method of synthesis is attached.**

**[ ]  N/A**

**5. Does your disclosed technology include an algorithm or software?**

 ****

**If Yes, please briefly describe (please note that if your disclosed technology is only software there is a separate disclosure form for software):**

**6. What problems does your disclosed technology solve or unmet needs does it provide?**

**7. Which unique features of your disclosed technology enable the solution to the problems or needs identified above, and how do these features solve the identified problems?**

**8. What current solutions exist to solve the problems or needs that you identified in question 6, and how do the unique features of your disclosed technology differ from the current solutions?**

**9. Provide experimental evidence to support your belief that your disclosed technology is better than or an improvement over current ways of solving the problems you have identified, solving similar problems, or meeting similar needs.**

**10. How do you envision your disclosed technology can be used to create a commercial product or service or how may it be used in industry?**

**11. Provide us with a list of companies and contacts (if any) you believe might be interested in the technology you are disclosing.**

**12. Have you disclosed, or do you plan to disclose, the unique feature(s) described above to any party external to the A&M System (e.g., company, university, conference abstract/presentation/poster, seminar, journal publication, etc.)?**

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**If yes, to whom and when?**

**13. What is the stage of development of the disclosed technology (e.g., conceptual, working model/prototype, finished product, etc.)?**

**14. What is the earliest date of conception of the disclosed technology?**

**15. Do you plan to continue developing or working with the technology you are disclosing?**

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**If yes, please describe your plans.**

**16. Does the disclosed technology have military, space, nuclear, proliferation, or chemical and biological weapons applications?**

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**Inventorship**

**17. Identify all individuals who conceived the unique features of the disclosed technology described above.**

**A&M System Employee(s):**

**Non-A&M System Employee(s):**

**18. If your disclosed technology includes software, identify all individuals who authored code.**

**A&M System Employee(s):**

**Non-Texas A&M System Employee(s):**

**19. Identify one inventor that is a current A&M System employee as a primary contact for communication purposes regarding this disclosure. This should be a faculty member or staff rather than a student, if applicable.**

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| --- | --- | --- |
| **Name** | **E-mail** | **Phone** |
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**Funding**

**20. Identify any and all funding sources you believe were used to conceive of or develop the technology you are disclosing.**

(a) Describe the **internal** resources that were used in the development of the technology you are disclosing:

(b) Which A&M System member(s) funds were used in the creation of the technology you are disclosing (e.g., AgriLife, TAMU, TEES, TTI, TAMU-Kingsville, etc.):

(c) Identify all **external** sources of funding used in the conception and development of the technology you are disclosing; include grant numbers or other unique, assigned identifiers for each in the table below:

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| **Name of Funding Agency/Entity** | **Award Number****(Federal Grant/Agreement/ Contract/Other)** | **MAESTRO Project ID No.****(M######)****(or other Internal Acct. No.)** | **Member Office Managing Award****(AgriLife, TAMU, SRS, etc.)** |
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**Other Obligations**

**21. Identify any materials/information used in the conception or development of the technology you are disclosing that were obtained from a non-A&M System entity under a Materials Transfer Agreement, Nondisclosure Agreement, or other contracts.**

**Please complete a Data Sheet for each named inventor (author in the case where software is being disclosed), including non-A&M System inventors/authors, and submit them with the Disclosure[[1]](#footnote-1).**

**Title of Disclosure:**

**Briefly describe your contribution to the disclosed technology**.

**Inventor/Author Full Name** (first middle last)**:**

 **Preferred Salutation**:       **Degree**:

(e.g., Ms., Mrs., Mr., Dr., Other (identify)) (e.g., PhD, DVM, MD, MS, BS, Other (identify))

**University ID Number (UIN)**:       **Country of Citizenship**:

**A&M SYSTEM Employment Title**:

(e.g., Professor, Assistant Professor, Associate Professor, Employed Student, Other (identify))

**Identify any joint appointments and/or affiliation that you have with another institution, including but not limited to joint appointments within the A&M System (if any):**

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| --- | --- |
| **WORK ADDRESS****A&M System Employees Only** | **HOME ADDRESS** |
| Department or Center | Address |
| Address | City, State, Zip |
| City, State, Zip | Phone |
| Phone | Email |
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| **WORK ADDRESS****Non-A&M System Inventors Only** | **HOME ADDRESS** |
| Department or Center | Address |
| Address | City, State, Zip |
| City, State, Zip | Phone |
| Phone | Email |
| Email |  |

***If you are completing this form as a former Texas A&M University System Employee, which A&M System member were you employed by at the time of invention/authoring the disclosed technology (e.g., AgriLife, TAMU, TEES, TTI, TAMU-Kingsville, etc.)*:**

**Former Position/Title:**

**Department/Division:**

**Laboratory or Center:**

**Each named inventor/author (“creator”) must sign and date this page, except that non-TAMUS creator signatures are optional, but still must be named on this page. Identify each creator’s percentage of contribution to the disclosed technology[[2]](#footnote-2). Percentages must total 100%.**

**Title of Disclosed Invention:**

**Creator Signatures**

I/We certify that the information in this Disclosure of Invention is complete and accurate.

 % Contribution Date

Printed Name:

 % Contribution Date

Printed Name:

 % Contribution Date

Printed Name:

 % Contribution Date

Printed Name:

 % Contribution Date

Printed Name:

 % Contribution Date

Printed Name:

**Witness Signature (optional)**

Disclosed to and understood by me on this       day of Month, Year

Signature:

Printed Name:

Submit this completed Disclosure of Invention form, including all Inventor Data Sheet(s), and creator signatures where applicable, to invent@tamus.edu or mail to:

**Texas A&M Innovation / Attn: Disclosure of Invention, 3369 TAMU / College Station, TX 77843-3369**

**AGREEMENT FOR DISTRIBUTION OF LICENSING INCOME**

**FOR INTELLECTUAL PROPERTY**

**To be completed only by TAMUS-employed inventors/authors (“creators”) (currently employed or employed by TAMUS at the time of the creator’s contribution to the disclosed technology).**

I/We, the undersigned, as named TAMUS creator(s) on the subject disclosed technology, agree and acknowledge that:

(a) Licensing income generated by this disclosed technology which accrues to named creator(s) under The Texas A&M University System (TAMUS) Policy 17.01, *Intellectual Property Management and Commercialization*, should be distributed to the named creator(s) in the proportions (percentages) designated below.

(b) If a named creator is determined not to be an inventor or author under relevant laws (an “excluded creator”), the excluded creator is not eligible for licensing income distribution.

(c) Creators must notify Texas A&M Innovation if their address changes; and

(d) In the event the creators are unable to agree upon an appropriate sharing arrangement amongst themselves, the sharing portions will be decided by the creators’ member CEO and this decision will be binding on the creators.

|  |
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| **Agreement for Distribution of Licensing Income for**Title of Disclosed Invention:       |
| Creator Name (printed) | Creator Signature | Percentage[[3]](#footnote-3) | Date |
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1. Additional Inventor/Author Data Sheets may be found at[http://innovation.tamus.edu](http://techtransfer.tamus.edu)*.*

 [↑](#footnote-ref-1)
2. All TAMUS-creators must also complete the “Agreement for Distribution of Licensing Income for Intellectual Property” form on the following page. The above percentages are not intended for purposes of TAMUS distribution of licensing income. [↑](#footnote-ref-2)
3. Percentages must total to 100% [↑](#footnote-ref-3)