

ISURF Number: _____ Date Received: _____

Ames Lab Number: _____ Date Received: _____

Other Number: _____

(FOR OFFICE USE ONLY)

Iowa State University

Intellectual Property Disclosure and Record (IPDR)

Information on completing and submitting the IPDR can be found in the [instructions](#).

If you have questions while completing the form, please contact:

Brian Tiffany, Disclosure and Database Manager, (515)-294-4742, tiffanyb@iastate.edu

or

Patsy Duncan, Disclosure Secretary, (515)-294-3113, pduncan@iastate.edu

or

For Ames Laboratory Employees and/or Ames Laboratory/DOE funded inventions, contact:

Stacy Joiner, IP Coordinator, (515)-294-5932, joiner@ameslab.gov

I. CONTRIBUTOR INFORMATION

Please [list the names](#) and titles of all contributors to this invention.

Please see instructions for [inventorship details](#).

To add additional inventors, copy and paste this table as many times as necessary.

<input type="checkbox"/> Dr. <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Other	Primary Contact for this disclosure: Yes <input type="checkbox"/> No <input type="checkbox"/>	
Full Name:		ISU <input type="checkbox"/> Non-ISU <input type="checkbox"/>
Citizenship:		
Dept/Affiliation:		
Office Address:		
Office City/State/Zip:		
Office Phone:		
Office Fax:		
Office email:		
Home Address:		
Home City/State/Zip:		
Home Phone:		
Home email:		
Describe contribution:		

II. DESCRIPTION OF INVENTION

A. Title of invention

B. Please provide a brief summary stating its novelty and utility.
C. Attach a detailed description of the invention, which may include manuscripts, posters, slides, theses, proposals, etc.
D. Date of conception of the invention. Has this date been documented? If so, where?
E. What problems does the technology solve, and what are the expected commercial applications?
F. Please identify any Prior Art references of which you are aware.
G. Identify any companies (or a potential startup company) interested in this technology.

III. PREVIOUS AND/OR FUTURE PUBLIC DISCLOSURES

Please attach copies of relevant documents

PUBLIC DISCLOSURE	WHERE (TITLE/PLACE/URL)	PAST/PLANNED DATE
Journal Article		
Conference Abstract		
Oral Presentation (if thesis defense or graduate seminar, please include student name and date of defense or projected graduation)		
Poster Presentation		
Disclosure to Industry		
Grant Proposal		
Web Posting/Blog (including Departmental)		
Sale/Demonstration or Public Use		
Other		

IV. SPONSORSHIP AND SUPPORT

A. SPECIALIZED FUNDING: (Please check one for each source.)

Battelle:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	ISU Account Number:
CBiRC:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	ISU Account Number:
ConocoPhillips:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	ISU Account Number:
Grow Iowa Values Fund (GIVF):	<input type="checkbox"/> YES	<input type="checkbox"/> NO	ISU Account Number:
Iowa Power Fund:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	ISU Account Number:
IPRT Company Assistance:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	ISU Account Number:
ISU Foundation:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	ISU Account Number:

B. OTHER INTERNAL ISU FUNDING: (List all that apply; include ISU account number if applicable)

Name:	ISU Account Number:

C. FEDERAL GOVERNMENT FUNDING:

For Ames Laboratory IPDRs, contact: Stacy Joiner, IP Coordinator, (515)-294-5932, joiner@ameslab.gov

DOE – Ames Lab DE-AC02-07CH11358

NOTE: Please see instructions on [submitting IPDR & attachments directly to Ames Lab](#)

B&R Code or AL Acct # (required): _____

CRADA number: _____

WFO (Work For Others) #: _____

For Ames Laboratory Office of Intellectual Property Use Only: Forwarded by: _____ Date: _____
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<u>AGENCY</u>	<u>CONTRACT/GRANT # (if known)</u>	<u>ISU ACCOUNT #</u>
<input type="checkbox"/> DOE (Non-Ames Lab)		
<input type="checkbox"/> NASA		
<input type="checkbox"/> NIH		
<input type="checkbox"/> NSF		
<input type="checkbox"/> USDA		
<input type="checkbox"/> OTHER:		

D. Only For IAHEES Projects:

Project No.: _____
Source: <input type="checkbox"/> Animal Health <input type="checkbox"/> Hatch Formula Funds <input type="checkbox"/> McIntire-Stennis <input type="checkbox"/> Multi-state Research

E. Name of industry, foundation, commodity groups, research consortia, or other sponsor (for example: CNDE, Iowa Soybean Association, USB, Iowa Corn Promotion Board, etc.):

Name	ISU Account Number

F. Please see instructions for additional information on [FUNDING](#) before checking this box

NO outside funding was used in the development of this technology

V. TRANSFERRED MATERIALS

What [non-ISU-owned materials](#) (e.g. biological, chemical, software, equipment) were used in developing the invention?

- NONE used
- The following [non-ISU-owned materials](#) were used:

Source	Materials	Is there a license/agreement? If yes, please attach
		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure

VI. SIGNATURES AND ASSIGNMENT

ISU CONTRIBUTOR(S)

BY SIGNATURE BELOW AND IN ACCORDANCE WITH ISU AND/OR AMES LABORATORY POLICIES, I HEREBY ASSIGN TO ISURF ALL INTELLECTUAL PROPERTY RIGHTS, TITLES, AND INTERESTS IN THIS INVENTION/CREATION.

(Cut and paste the below table once for each additional ISU contributor)

<u>ISU CONTRIBUTOR</u>		<u>WITNESS</u> (Witness must not be directly involved in the invention)	
Signature		Signature	
Printed Name		Printed Name	
Date		Date	
Contributor and Witness must sign and date at same time			

<u>ISU CONTRIBUTOR</u>		<u>WITNESS</u> (Witness must not be directly involved in the invention)	
Signature		Signature	
Printed Name		Printed Name	
Date		Date	
Contributor and Witness must sign and date at same time			

INSTRUCTIONS

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SUBMITTING THE IPDR: If an Ames Laboratory employee is a Contributor, or if there is Ames Laboratory funding identified, please submit utilizing Submission “B” instructions below. Otherwise, utilize Submission “A” instructions.

A. Submission instructions for ISU employees

1. Print this IPDR and save an electronic copy of this IPDR for future reference
2. Obtain witnessed signatures of all ISU Contributors

If you are having problems obtaining signatures, contact:

Patsy Duncan at 515-294-3113 or pduncan@iastate.edu

3. Submit paper copy of originally signed and witnessed IPDR* to:

Brian Tiffany, ISURF, 310 Lab of Mechanics, Ames, IA 50011-2131

4. Email electronic copy of IPDR* to: tiffanyb@iastate.edu

*Signature pages may be submitted in separate parts; the IPDR will be considered "received" when you have submitted at least one witnessed signature to ISURF

B. Submission instructions for Ames Lab Employees and/or Ames Lab/DOE funded inventions

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1. Fill out the IPDR form
2. Email the IPDR form and any attachments to:
Stacy Joiner, Ames Laboratory, joiner@ameslab.gov
Office of Sponsored Research and Administration, 311 TASF, Ames, IA 50011
Direct phone: 515-294-5932
3. Stacy Joiner will review for completeness, print, obtain signatures, and submit to ISURF

ADDITIONAL INSTRUCTIONS AND INFORMATION

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Iowa State University

Intellectual Property Disclosure and Record (IPDR)

The Intellectual Property Disclosure and Record (IPDR) provides information that the Office Of Intellectual Property and Technology Transfer (OIPTT) and the Iowa State University Research Foundation (ISURF) need to evaluate your invention/creation. The form is also used as the Ames Laboratory Record of Invention.

Additional information is available in the ISU Intellectual Property Handbook located on our web site at:
http://www.techtransfer.iastate.edu/en/for_iowa_state/educational_resources/

It is important that you provide the most comprehensive and complete disclosure possible so that OIPTT/ISURF can make an informed decision on how to proceed with your disclosure. The more complete the disclosure, the more quickly we can provide a response to you. Text fields will expand—use as many lines as you need to adequately answer the question. If you have prepared documents that answer a question, you may reference those and attach copies. It will be very helpful if you can provide attachments in electronic form.

LISTING OF NAMES [<Return to Form>](#)

Please be advised that inventorship is a legal determination that will be made at the appropriate time(s) by the patent counsel. Although there is no legal significance to the order of names on a patent application or an issued patent, you may consult with the others who are purported to be inventors, and submit their names in the order you would prefer them to appear on a patent application, if one is filed. By signing the IPDR, all purported inventors are agreeing to this order. ISURF cannot guarantee that the order presented in the IPDR will result in an application or patent with names in the order originally presented. Further, the opportunity to provide an order of names does not imply in any or all of the purported inventors, a property right in having the names in a particular order.

INVENTORSHIP DETAILS [<Return to Form>](#)

This does not include individuals that solely provided funding, research materials, equipment, assistance in routine statistical analyses, assistance in routine testing, and standard protocols, or individuals that bring to one's attention the existence of a problem but not the solution.

If a faculty member, staff member, student, visiting scientist, or visiting scholar made his/her contribution to the invention while at ISU (even if the person is no longer associated with ISU), they are considered an ISU Contributor—Please check the "ISU" box.

A current ISU employee that made his/her contribution while employed elsewhere is NOT considered an ISU Contributor—Please check the "Non-ISU" box.

PRIOR ART [<Return to Form>](#)

"Prior Art" refers to the existing body of technical information (some of which may be identified in scholarly works through literary searches) against which an invention is judged to determine if it is patentable (novel, non-obvious, and useful), and includes prior knowledge or use or sale, prior patents or printed publications, by the inventor or other persons.

[PUBLIC DISCLOSURE](#)

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Any of the following may be considered a public disclosure, could vitiate foreign rights and create a U.S. bar date:

- Publish in a paper, or on the web
- Use the invention in a public setting
- Make a written or oral presentation, such as at a conference, symposium or gathering
- Thesis defense seminar
- Publish in a non-confidential federal grant proposal (when funded, it may become public)
- Non-federal funding proposals
- Disclose to a colleague at another institution, or to a collaborator at a private company, without a confidentiality agreement in place
- Distribute tangible material containing the invention without a confidentiality agreement, if the novel components of the invention can be ascertained or re-engineered
- Offer the invention for sale (note that this "on-sale" bar does not apply to the typical practice of an offer from a university for a license, however, this bar could come in to play if the inventor actually offers his/her invention for sale, not just license rights)

In the United States, the opportunity to obtain patent protection remains for one year after a public disclosure, use, or offer of sale.

Outside the United States absolute novelty is generally required, and any public disclosure, use, or sale will immediately bar patent rights in most foreign countries.

Please include all past public disclosures and future planned public disclosures. Note that in some cases even the title of a publication alone may constitute a public disclosure if it either describes important aspects of the invention or enables one skilled in the art to duplicate the invention without undue experimentation.

Please provide a copy of the material you have presented or will be presenting. If you have a manuscript or abstract ready for submission describing the invention/creation, please forward a copy to us and identify the journal or conference where the manuscript will/did appear, including relevant dates. Be sure to include the dates and URL of any web publications, if you have them. **Many times abstracts and articles are posted to the web prior to the full online or print distribution.**

*It is **very important** that you inform us if you make plans for any additional public disclosures of this invention/creation after submitting this form!!*

[FUNDING](#)

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Through contracts with the University, most sponsors have obtained intellectual property rights and thus require notification when an invention or a creation is made. It is **IMPORTANT**, therefore, that **ALL** sources of funding utilized in the conception, creation, or enablement of the invention/creation, including contributors' salaries, be reported to this office. You are therefore **REQUIRED to disclose ALL external funding sources**.

[NON-ISU-OWNED MATERIALS](#)

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Non-ISU-owned materials may include items received as a gift or obtained with or without a written agreement.

"Strings" or conditions of use may also have been discussed in e-mail exchanges. Please attach any relevant emails or other documents such as licenses or material contracts. Examples include:

- advanced materials that may have been used as base materials or substrates for surface modification, coating, or chemical or physical alteration
- animals, plants, and viruses
- catalysts
- combinatorial chemical libraries
- DNA materials including gene libraries, vectors, plasmids, and other sequences
- enzymes, monoclonal antibodies, and other proteins
- eukaryotic and prokaryotic cultures (animal and plant cell lines, yeasts, bacteria, and other microorganisms)
- fluorophores, labels or "tags"
- microarrays
- open source licenses
- purification methods
- reagents
- RNA materials including RNA libraries
- software development tool license