

GRAND VALLEY STATE UNIVERSITY
INVENTION DISCLOSURE
Cover Sheet for Inventors

An invention disclosure should be made when some new and useful idea has been conceived or developed at GVSU, or when a GVSU employee or student has obtained unusual, unexpected, or unobvious research results that can be utilized by someone to enhance economic development in west Michigan.

This Invention Disclosure Form ("IDF") will enable evaluation of your idea to determine (a) its patentability and (b) its potential for commercial value. An apparatus, a composition of matter, a method of doing something (including business methods), or any improvement in these things can be patentable. An invention can also have commercial value, even if it is not patentable. The invention should be clearly described so that someone having knowledge in your particular field can understand its technical merits, its usefulness, and possible practical applications. Information that helps an evaluator appreciate the invention will increase its ultimate chances for successful patenting and possible commercialization. This is the goal in Section 1-4 of the attached IDF.

The remainder of the IDF covers certain general issues that need to be considered with every invention. The first is public disclosure of the invention (Section 5), because such disclosure places severe limitations on available patent protection. Non-confidential disclosure of an invention (to people outside of GVSU) may trigger a one year "grace" period within which a U.S. patent application may be filed. If an application is not filed within that time, U.S. law prevents you from ever obtaining patent protection for the disclosed invention. The patent laws of most other countries are even stricter: the right to patent protection is lost immediately upon public disclosure unless a patent application was filed prior to such disclosure. Thus, to secure the availability of worldwide patent protection, it is important that an IDF be submitted for timely review so that an evaluation can be done in order to timely file a patent application before public disclosure occurs.

Determining ownership and licensing rights in the invention is addressed in Section 6. Identification of the financial support used during the development of the invention helps determine whether contractual obligations exist with research sponsors or collaborators.

The final issue addressed by the IDF is the identification of the individuals who contributed to the development of the invention (Section 7). Please note that these individuals may not meet legal criteria for inventorship. Inventorship is determined/clarified by a patent counsel at the time a patent application is filed. Only the person completing the IDF and the Department Head need to date and sign this form.

Please use the backs of the IDF pages or appended sheets if space is insufficient. You are encouraged to include additional comments that you or the other contributors may have regarding the invention.

For advice on completing the disclosure form or for additional information, contact Linda Chamberlain at 616-648-0586 or chambeli@gvsu.edu.

CONFIDENTIAL

Page 1 of 3

**GRAND VALLEY STATE UNIVERSITY
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Date _____

A patentable invention may be any new and useful composition of matter, methods, including business methods, processes, software, designs, machines, articles of manufacture, or any new and useful improvement thereof.

1. TITLE OF THE INVENTION: (Brief, but comprehensive, technically accurate and descriptive.)

2. CONCISE DESCRIPTION OF THE INVENTION: Your disclosure should enable someone having knowledge of your field to understand the invention. Include all essential elements (features, concepts, or new results, whichever is most applicable), their relationship to one another, and their mode of operation. Identify the elements that you consider novel. Also, if the invention is an apparatus or system, attach drawings or sketches and indicate if it has ever been built or tested. Use additional pages, attach drawings, manuscripts, papers, or other supporting material to facilitate understanding of the invention.

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Date _____

Page 2 of 3

3. USES/ USEFULNESS/ ADVANTAGES OF THE INVENTION OVER CURRENTLY

AVAILABLE TECHNOLOGY: Describe what is presently available or known in the field. Identify existing compositions, devices or processes (and their shortcomings) and list any published material such as scientific articles, patents or commercial literature related to the invention. Identify advantages or benefits of the invention over currently available technology, such as efficiency, cost benefit, simplicity, overcoming a defect. Identify possible uses or new uses for the invention.

4. POTENTIAL COMMERCIAL APPLICATIONS OF THE INVENTION / POTENTIAL

LICENSEES: What do you envision as commercial applications? (Feel free to be creative and speculative!) Have you been contacted by any party regarding the licensing of your invention? Are you aware of any companies in the field that may be interested in your invention? Are there current plans to use your idea commercially?

5. PUBLIC DISCLOSURE/ PUBLICATION PLANS: Has the invention been disclosed to anyone outside GVSU? A "public disclosure" or "publication" includes: abstracts and presentations at meetings (including poster session), public seminars, full-length papers, student theses (once shelved in a library), disclosure to any person outside of GVSU who has not signed a confidentiality agreement. Has there been any public use, sale, or offer of sale of the invention? Identify dates and circumstances of any such disclosures. Also, indicate your future disclosure or publication plans, and NOTIFY your Department Head if the invention becomes publicly disclosed or published in the future (whether deliberate or inadvertent).

CONFIDENTIAL

Date _____

Page 3 of 3

6. **FINANCIAL SUPPORT/ CONTRACT IDENTIFICATION:** Identify the specific grant or contract number(s) (not the account number) and the external sponsors (governmental agencies, industrial sponsors, private agencies, or others) which provided support used in the research from which the invention resulted. This information is needed to determine whether this invention is subject to any commitments or restrictions arising from the terms of such sponsorship.

7. **IDENTIFICATION OF CONTRIBUTOR(S):** List below all persons who you believed to have contributed to the invention or discovery (using a "co-authorship" standard). Please provide home addresses, **email**, and phone numbers where they may be contacted, and note contributors outside GVSU. (You may use the back of this sheet.)

Note: The foregoing list should include names of **all** persons who were involved and may qualify as legal inventors. Legal inventorship is a technical/legal determination made later by a patent attorney at the time a patent application is filed. A statement which discusses the concept of "inventorship" under the patent laws is available from Administration.

SIGNATURES:

(Person completing this disclosure)_____
(date)_____
(Department Head)_____
(date)

8. **DISTRIBUTION:** Please send 1) an original signed copy and 2) an electronic copy to the Center for Scholarly and Creative Excellence, Technology Commercialization Office, ZH 049, atten: Linda Chamberlain