NEW MEXICO CONSORTIUM

INVENTION DISCLOSURE FORM

CONFIDENTIAL

Purpose and Submission
Use this form to disclose potentially patentable inventions developed through funding from the New Mexico Consortium (NMC). Email this form to research@newmexicoconsortium.org.

01 INVENTOR INFORMATION

Complete this section for each inventor. Duplicate the table as needed for additional inventors.

Name		**Home Institution**	
Email		Position/Title at Home	
Email		**Current Agreement with NMC (employment, affiliation, joint appointment, or other)**	
Phone			
Other Institutional Appointments or Affiliations			

02 INVENTION INFORMATION

Title of Invention	
Date of Disclosure	

Primary Contact (Corresponding Inventor)
Enter the name, email address, and phone number.

Brief Summary
Provide a concise description of the invention.

03 DEVELOPMENT HISTORY

Date First Conceived		
Is the conception documented?	☐ Yes	☐ No

Documentation Details
Identify the laboratory notebook, electronic notebook, notebook number, repository, or other documentation.

Current Stage of Development

☐ Concept	☐ Laboratory proof-of-concept	☐ Prototype
☐ Tested	☐ Field demonstration	☐ Commercial prototype
☐ Other		

Is supporting data available?	☐ Yes	☐ No

Supporting Data
If yes, briefly describe the data available.

04 PUBLIC DISCLOSURE

Has the Invention already been publicly disclosed?	☐ Yes	☐ No

Type of Public Disclosure

☐ Publication	☐ Conference	☐ Presentation	☐ Poster

☐ Website	☐ Thesis	☐ Software repository	☐ Other ☐ Vendors or Potential Customers

Date of Disclosure	

Disclosure Details
Provide title, venue, URL, audience, or other relevant information.

Are additional public disclosures planned within the next 12 months?	☐ Yes	☐ No

Planned Disclosures
If yes, describe the planned disclosure and expected date.

05 FUNDING AND PROJECT INFORMATION

Was the invention developed under sponsored research?	☐ Yes	☐ No

If yes, complete the fields below for all funding sources involved.

Funding Agency / Sponsor(s)	
Prime Award Number(s)	
Subaward / Subcontract Number(s)	
Funding Opportunity Number(s)	
Project Title(s)	
Principal Investigator(s)	
Award Period of Performance	

Were other institutions involved?	☐ Yes	☐ No
Institution(s)		
Are there joint inventors from another institution?	☐ Yes	☐ No
Institution		
Were any government employees involved?	☐ Yes	☐ No
Agency		

05 FUNDING AND PROJECT INFORMATION - CONTINUED

Related Agreements			
☐ NDA	☐ MTA	☐ CRADA	☐ User Agreement
☐ Teaming Agreement	☐ Collaboration Agreement	☐ Data Use Agreement	☐ Other
Agreement Number(s)			

06 MATERIALS AND THIRD-PARTY OBLIGATIONS

Were outside materials used?	☐ Yes	☐ No

Material	Source	Agreement Governing Use

Were portions of the work performed outside NMC?	☐ Yes	☐ No

Work Performed Outside NMC
If yes, identify the location, organization, and work performed.

Do any inventors have consulting, employment, equity, or financial relationships with companies related to this invention?	☐ Yes	☐ No

Relationship Details
If yes, describe the relationship and the company involved.

07 ADDITIONAL INFORMATION

Attach Any of the Following, If Available

☐ Manuscript	☐ Drawings	☐ Figures
☐ Software documentation	☐ Patent search	☐ Publications
☐ Presentation	☐ Data	☐ Other

08 CERTIFICATION

☐ I certify that the information contained in this disclosure is complete and accurate to the best of my knowledge.

☐ I believe the individuals listed are the proper inventors.

☐ I understand that this disclosure will be evaluated by the New Mexico Consortium for intellectual property protection and sponsor reporting obligations.

Inventor Signature	Printed Name	Date
Inventor Signature	Printed Name	Date

Add additional signature blocks for each inventor, if needed.

09 NMC RESEARCH ADMINISTRATION REVIEW

Disclosure Complete	☐ Yes	☐ No	**Federal Reporting Required**	☐ Yes	☐ No
Subject Invention	☐ Yes	☐ No	**Bayh-Dole Applies**	☐ Yes	☐ No
LANL Review Required	☐ Yes	☐ No	**Patent Counsel Notified**	☐ Yes	☐ No
Notes					