Stellenbosch University



Making Innovation Matter

INNOVATION DISCLOSURE FORM

The purpose of this form is to disclose information on a new business idea or innovation to the University. This will enable the University to support the initiative of the party concerned and to ensure that all possible intellectual property rights (including expertise) are sufficiently protected on behalf of both the individual and the University. Such disclosure of information by the individual concerned and support by the University will enable the individual and the University to commercially exploit such ideas in partnership and to protect the rights of the entrepreneur(s).

1. **Name of the innovation (e.g. product/technology/service)**

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1. **The innovation**

**Shortly describe** the innovation and attach a detailed description including, graphic representation/photos of any aspect of the innovation, procedures followed and results obtained.

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| Type of innovation (please tick box) | | | |
| Invention | ☐dsa | Multi-media | ☐ |
| Business idea | ☐ | Written work | ☐ |
| Plant breeders’ rights | ☐ | Procedural | ☐ |
| Intellectual property in research contract | ☐ | Registration | ☐ |
| Software | ☐ | Diagnostic | ☐ |
| Therapeutic | ☐ | New species | ☐ |

Please indicate in which category your technology falls (✓):

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| --- | --- | --- | --- |
| **AGRI SCIENCES** | | **MEDICINE AND HEALTH** | |
| Agronomy | ☐ | Diagnostics | ☐ |
| Aquaculture | ☐ | Medical Devices | ☐ |
| Integrated Pest Management | ☐ | Services | ☐ |
| Cultivars | ☐ | Therapeutics and Pharmaceutics | ☐ |
| Wine Biotechnology | ☐ | Indigenous Knowledge | ☐ |
| **ENGINEERING** | | **PHYSICAL SCIENCES** | |
| Electrical Engineering | ☐ | Chemistry and Polymer Science | ☐ |
| Marine Engineering | ☐ | Nanotechnology | ☐ |
| Mechanical Engineering | ☐ | Physics | ☐ |
| Process Engineering | ☐ |  |  |
| Industrial Engineering | ☐ |  |  |
| Electronic Engineering | ☐ |  |  |
| **LIFE SCIENCES** | | **CLEAN TECHNOLOGIES AND WATER** | |
| Biochemistry | ☐ | Biofuels | ☐ |
| Biotechnology | ☐ | Solar Energy | ☐ |
| Food Science | ☐ | Wind Energy | ☐ |
| Microbiology | ☐ | Hydro/Ocean Energy | ☐ |
| Physiology | ☐ | Water related technologies | ☐ |
| **SOFTWARE AND MODELS** |  | **SOCIAL SCIENCES AND OTHER (Please specify)** |  |
| Educational | ☐ |  |  |
| Geographical | ☐ |  |  |
| Media | ☐ |  |  |
| Payment systems | ☐ |  |  |
| Games | ☐ |  |  |
| Applications | ☐ |  |  |
| Psychological tools | ☐ |  |  |

Which **problems** are solved by this innovation?

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Which additional **benefits** are offered by the innovation?

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Where and when did the idea originate?

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Are you interested in starting a **new venture/spin-out company** with this innovation? If so, why and do you already have a team?

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Has the idea been disclosed either in writing (whether by email or publication) or verbally and, if so, where and to whom?

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Is there any urgency to disclose? When and how will the invention first be disclosed to the public?

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Do you have a working model of the innovation? (Proof of concept, Prototype, Clinical trial results etc.)

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Can the innovation be demonstrated and are test results available?

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Please indicate the stage of development of the innovation (✓):

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| **Dev Stage** | **Definition** | **Description** | **✓** |
| \*TRL 1 | Idea/Concept of innovation | Principles hypothesized no experimental proof available. | ☐ |
| TRL 2 | Concept development | Principle of innovation seems feasible based on observations. Research plans and protocols are developed.  Assumptions not supported by any practical proof or detailed analysis. | ☐ |
| TRL 3 | Applied research/ R&D initiated | Analytical and laboratory studies done. Parameters of interest measured and compared with analytical predictions. Initial Proof of Concept and Hypothesis tested. | ☐ |
| TRL 4 | Technical development | Basic aspects of the innovation are integrated/ assimilated to establish that the pieces will work together. Hypothesis refined. | ☐ |
| TRL 5 | Lab-scale model development and validation | Small scale prototype/model of innovation validated under relevant operational conditions mimicked in the laboratory. Hypothesis validated. | ☐ |
| TRL 6 | Pilot model development and validation | Representative prototype/model tested in **intended environment** and close to expected performance. Phase 1 trials | ☐ |
| TRL 7 | System prototype development and  validation | Fully functional prototype/model demonstrated in **actual operational environment** at pre-commercial scale. | ☐ |
| TRL 8 | Product testing and validation | Innovation proven to work in final form, under expected conditions and tested to see if it meets design and user specifications. | ☐ |
| TRL 9 | Finalisation of product manufacturing specifications | Proven innovation and ready for full commercial deployment | ☐ |

\*TRL = Technology Readiness Levels

Has the research been completed? If not, what work still needs to be conducted before the innovation can be commercialised?

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Does the project require additional funding? If so, how much do you estimate?

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Who will typically be the end users or clients of the innovation? Which companies are you aware of that provide a similar product/service/technology?

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1. **Background to the innovation**

Which similar products/services/technologies (prior art) related to the innovation already exist? How does your innovation differ from these?

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Which publications or patents concerning the innovation are you aware of? Please attach.

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1. **Third parties**

Is this innovation the result of a research contract? If so, please provide more information.

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Who financed the research?

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1. **Inventor(s) and non-inventors(s) (personal and employment details)**

**IMPORTANT:** Please provide us with your complete and latest personal and employment details. This is required in order to process your disclosure and to process the reports and distribution of income that might occur. Please keep us informed of any changes in address and contact details, particularly should you no longer be an employee of SU.

**PLEASE NOTE**: By signing this form, you undertake to give your full co-operation in the commercialisation of this idea/invention.

|  |  |
| --- | --- |
| 1. **Inventor / non-inventor:** | |
| Full name of inventor (as displayed on ID or Passport) |  |
| Full name of non-inventor (as displayed on ID or Passport) |  |
| **Definition of inventor:**  Any and all persons who made an inventive contribution to the invention that is the subject of the patent application. For the sake of clarity, only those aspects of the described subject matter that are both new and inventive in light of the prior art, and as such qualify for patent protection, qualify as inventive contributions.  **Definition of non-inventor:** Any and all persons, other than those that fall within the definition of “inventor”, who made a substantial contribution to the project and who, by agreement between the parties, will share in the benefits derived from it. | |
| **Contact particulars:** | |
| Telephone number |  |
| Fax number |  |
| Email address |  |
| Physical home address |  |
| % Contribution distribution |  |
| Disclosure date |  |
| Signature |  |
| **Employment details:** | |
| Position at SU |  |
| Faculty |  |
| Department |  |
| SU number |  |
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| Fax number |  |
| Email address |  |
| Physical home address |  |
| % Contribution distribution |  |
| Disclosure date |  |
| Signature |  |
| **Employment Details:** | |
| Position at SU |  |
| Faculty |  |
| Department |  |
| SU number |  |

**The following sections must be signed by your Departmental Head and Dean. This is necessary to process your disclosure.**

1. **Completed by the Departmental Head**

*"I recommend that this business idea or innovation be exploited commercially.”*

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| --- | --- | --- |
| Name: |  |  |
| **Chairperson: Department** | **Signature** | **Date** |

1. **Completed by the Dean**

*"I recommend that this business idea or innovation be exploited commercially.”*

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| Name: |  |  |
| **Dean** | **Signature** | **Date** |

1. **Completed by the Director: Research Contracts**

*"I acknowledge receipt of this disclosure and from a research management perspective I have no objection to its possible commercial exploitation”*

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| --- | --- | --- |
| Name:  Mrs Cornelia Malherbe |  |  |
| **Director: Research Contracts** | **Signature** | **Date** |

**Please return the signed disclosure form to:**Doris Peters  
Stellenbosch University  
Innovus Technology Transfer (Pty) Ltd  
15 De Beer Street  
Stellenbosch  
7600  
Tel: 021 808 3910  
Email: [dpeters@sun.ac.za](mailto:dpeters@sun.ac.za)