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NATIONAL SCIENCE FOUNDATION

WASHINGTON, D.C. 20550

22 JUN 1973

Mr. Robert E. Gentry  
Associate Vice President  
The University of Wisconsin  
System  
1752 Van Hise Hall  
Madison, Wisconsin 53706

Dear Bob:

Enclosed are three copies of "IPA Supporting Information", setting out the material and data now required to support your earlier request for an Institutional Patent Agreement.

Please send the information to me, and we will proceed as hastily as possible to develop the agreement.

Sincerely yours,

*E. C. Stewart*

Eugene C. Stewart  
Grants Manager, Area 2  
Grants and Contracts Office

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JUN 25 1973

UNIV. OF WIS. VICE PRESIDENT  
AND CONTROLLER

IPA SUPPORTING INFORMATION

An Institution desiring an Institutional Patent Agreement should supply the following:

1. General information concerning your institution, including:

- (a) Place and Articles of Incorporation;
- (b) The institution's purpose and aims;
- (c) Source of funds.

2. A copy of your institution's formal patent policy, together with the date and manner of its adoption.

3. Name, title, address, and telephone number of institutional official responsible for administration of patent and invention matters and a description of staffing in this area. Also identify any other institutional offices, institutes, etc., which also contribute to your institution's patent management capabilities.

4. A description of your institution's procedures for identifying and reporting inventions.

5. A copy of the form of agreement required to be signed by faculty and other employees of the institution engaged in research, indicating their obligation in regard to inventions made at your institution.

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attached

6. A copy of the invention report form or outline utilized for preparation of invention reports at your institution.

*WARF*  
7. Advice as to whether your institution has a formal agreement with any patent management organizations, such as Research Corporation, Battelle Development Corporation, or other organizations. A copy of any agreement in effect should be enclosed.

*WARF*  
8. A description of the efforts which the institution would expect to make in bringing to the marketplace inventions to which it retains title.

9. A general description of the institution's past patent and invention licensing activities, including the following:

(a) Number of patents obtained during each of the past ten years;

(b) Number of exclusive licenses issued during each of the past ten years;

(c) Number of nonexclusive licenses issued during each of the past ten years;

(d) Gross royalty income during each of the past ten years;

(e) A general description of royalties charged, including minimum and maximum royalty rates.

27 copies  
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10. A list of subsidiary or affiliate institutions, hospitals, etc., which would be covered by an agreement signed by your institution.

N/A

11. If your institution is a subsidiary or affiliate of another organization, state name and describe relationship.

12. The amount of Government support currently being administered by your institution, giving agency breakdown.

97

13. Do you have an Institutional Patent Agreement with DHEW or any other Government agency? If so, please supply a copy of the Agreement and any annual or other periodic reports describing activities under the Agreement which were submitted to the Agency within the last three years.

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14. If not set forth elsewhere, state your policy as to sharing of royalties with faculty and other employees.

44.0

15. Describe the uses made of any net income generated by your patent management program.