

NEW GRANT OR COLLABORATION

ARE YOU APPLYING FOR A NEW GRANT OR STARTING A NEW COLLABORATION at Penn?

Stop and think about Intellectual Property (IP) and ownership first:

STEP 1: Consider the likelihood of an invention being developed as a result of the proposed project

- Get educated: Read over the Penn Center for Innovation (PCI) resources:
 - Inventor Portal Document
 - Penn Waiver (if applicable)
- Review the Penn Law Entrepreneurship Startup Kit:
 - Founders Agreement
 - Intellectual Property

STEP 2: If you are part of a team:

- Meet with everyone on the team
- Discuss the roles of each team member in the project, what you each plan to bring to the project, and whose ideas are whose
- Designate a team member to document the points above
- Have everyone sign and date the document and circulate it in an email to all team members

STEP 3: If a grant is funded, the collaboration moves forward and/or IP is created, decide as a team on your next steps.

- Submit an Invention Disclosure to Penn
- Talk with PCI
- Factors to consider:
 - Whether a FIDES/ PHS-FITS disclosure is needed
 - Disclosures related to research publication/presentations/other

STEP 4: Consider the commercialize path for the invention

- Get educated, read resources:
 - PCI Commercialization Guide
 - Academic Entrepreneurship chapter on Intellectual Property by Cynthia Dahl, Esq.
- Discuss with PCI and your team (if applicable)
 - License to an existing company
 - Create a start up

STEP 5: Talk with PCI:

- What do I need to report, to whom, and where?
 - FIDES/PHS-FITS
 - IRB
- How will the Conflict of Interest (COI) affect my research/grants/committee work etc?
- When and how should I disclose IP for manuscripts, presentations, conferences etc.?

05-19-22

RESOURCES

FIDES: Financial Interest Disclosure Electronic System
<https://fides.isc-seo.upenn.edu/>

Penn Law Entrepreneurship Startup Kit:
<https://www.law.upenn.edu/clinic/entrepreneurship/startup-kit/>

PHS-FITS: Public Health Service Financial Interests and Travel Statement
<https://phsfits.apps.upenn.edu>

Penn Center for Innovation Commercialization Guide:
<https://www.pci.upenn.edu/commercialization-guide/>

Penn Inventor Portal:
<http://www.pci.upenn.edu/invention-disclosure/>

Penn Patent Policy:
<http://pci.upenn.edu/wp-content/uploads/2017/12/Patent-Policy-Most-Recent.pdf>

PCI CONTACT:

Melissa Kelly, PhD
Director of Licensing and Contracts (Penn Nursing, Dental, Veterinary Medicine)
kellymel@upenn.edu
(215) 898-9877

Neetu Singh Amin, PhD
Assistant Director,
Technology Licensing (Penn Nursing, Dental, Veterinary Medicine)
neetusa@upenn.edu
(215) 746-8108

EXISTING GRANT OR COLLABORATION

ARE YOU ALREADY GRANT FUNDED OR WORKING ON A CROSS-DISCIPLINARY COLLABORATION AT PENN?

Stop and think about Intellectual Property (IP) and ownership now:

STEP 1: If you are part of a team meet with everyone on the team to determine if an invention has been developed:

- Discuss what has been created:
 - 1) What problem does it solve?
 - 2) Whose money was used to create it?
 - 3) What steps do I need to take to protect it?
- Discuss the involvement you each have as team members:
 - What have you each brought to the project?
 - Whose ideas are whose?
- Designate a team member to document the points above
- Have everyone sign and date the document and circulate it in an email to the team

STEP 2: Get educated:

- Read over the Penn Center for Innovation (PCI) resources:
 - Inventor Portal Document
 - Penn Waiver (if applicable)
- Review the Penn Law Entrepreneurship Startup Kit:
 - Founders Agreement
 - Intellectual Property

STEP 3: Submit an Invention Disclosure to Penn

- Talk with PCI
- Factors to consider
 - Whether a FIDES/ PHS-FITS disclosure is needed
 - Disclosures related to research publication/presentations/other

STEP 4: Consider if you should commercialize the invention?

- Get educated, read resources:
 - PCI Commercialization Guide
 - Academic Entrepreneurship chapter on Intellectual Property by Cynthia Dahl, Esq.
- Discuss with PCI and you team (if applicable)
 - License to an existing company
 - Create a start up

STEP 5: Talk with PCI

Questions to consider:

- What do I need to report, to whom, and where?
 - FIDES/PHS-FITS
 - IRB
- How will the Conflict of Interest (COI) affect my research/grants/committee work etc?

05-19-22

RESOURCES

FIDES: Financial Interest Disclosure Electronic System
<https://fides.isc-seo.upenn.edu/>

PHS-FITS: Public Health Service Financial Interests and Travel Statement
<https://phsfits.apps.upenn.edu>

Penn Center for Innovation Commercialization Guide:
<https://www.pci.upenn.edu/commercialization-guide/>

Penn Law Entrepreneurship Startup Kit:
<https://www.law.upenn.edu/clinic/entrepreneurship/startup-kit/>

Penn Inventor Portal:
<http://www.pci.upenn.edu/invention-disclosure/>

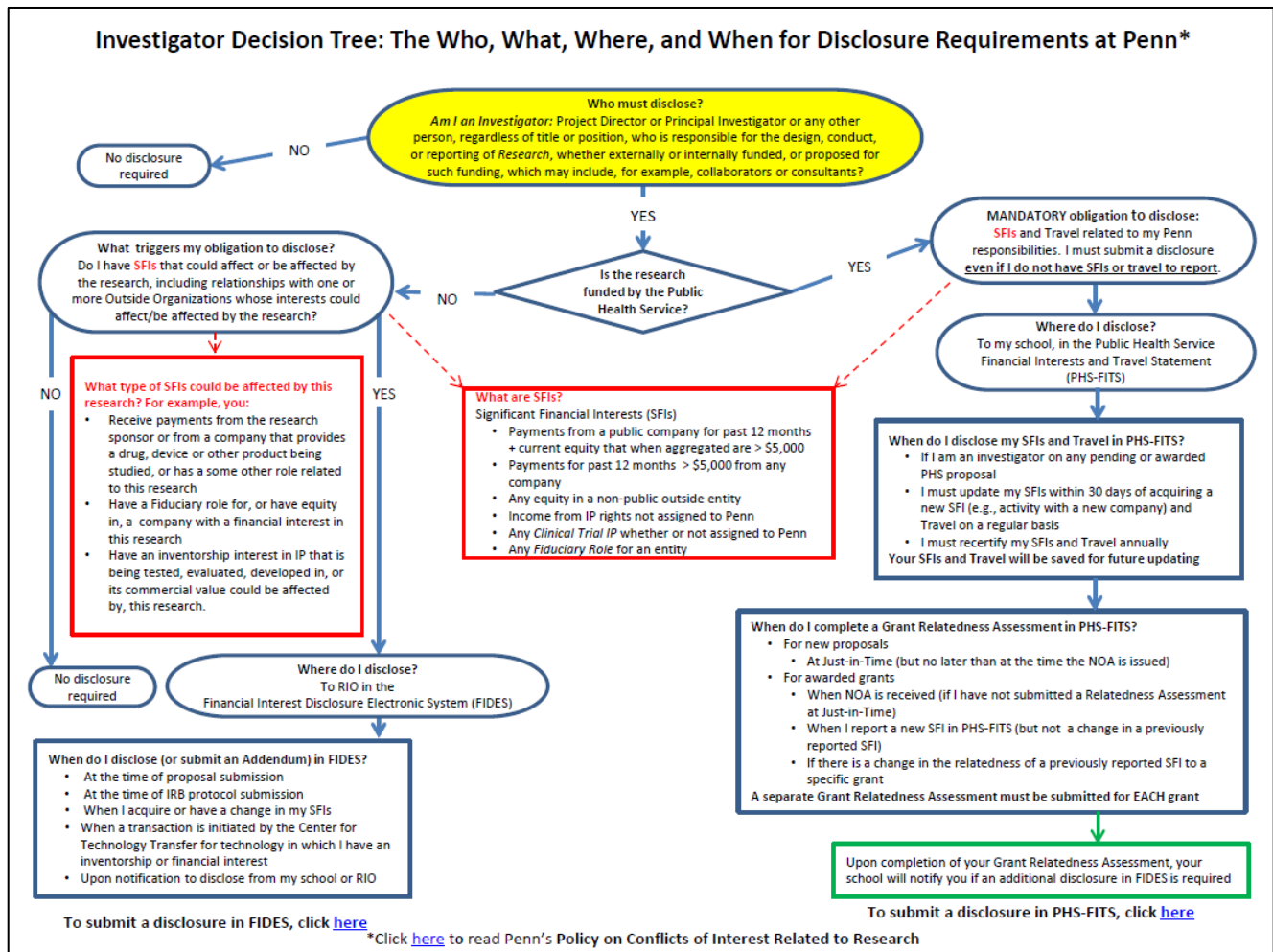
Penn Patent Policy:
<http://pci.upenn.edu/wp-content/uploads/2017/12/Patent-Policy-Most-Recent.pdf>

PCI CONTACT:

Melissa Kelly, PhD
Director of Licensing and Contracts (Penn Nursing, Dental, Veterinary Medicine)
kellymel@upenn.edu
(215) 898-9877

Neetu Singh Amin, PhD
Assistant Director,
Technology Licensing (Penn Nursing, Dental, Veterinary Medicine)
neetusa@upenn.edu
(215) 746-8108

DISCLOSURE FLOWCHART



This flowchart can be found on the Financial Conflicts of Interest in Research Program page:
<https://research.upenn.edu/compliance-and-training/fcoi/>