**Wits Innovation Disclosure Form**

The purpose of this form is to notify Wits’ Innovation Support Unit, managed by the Wits Innovation Centre, of the status and history of research that may lead to a new product/service (“innovation”), which you believe can be developed or commercialised, for social and economic benefit. Please provide all the necessary information as accurately and comprehensively as possible. For more information, or assistance in completing this form, please contact one of the Innovation Support Managers in the unit, alternately Makhosi Cebekhulu on 011 717 9352. We will gladly assist you in this, arrange a meeting, advise on next steps, etc.

1. **Description**

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| **Date:**  |
| **Title:**  |
| **Give a brief description of your innovation, specifically what need/problem it is addressing and how it addresses this?** |
| **Give a detailed description of your innovation and attach available additional information (e.g., pictures, drawings, draft publication, description, etc.)** |
| **What are the unique features of your innovation? How is it different to other ways of addressing the need?** |
| **What are the advantages of using your innovation? If possible, list current approaches to addressing the need and articulate how yours is better in relation to each.** |
| **What is the potential use of the innovation in a social and/or economic context, sometimes referred to as commercial use?** |
| **Do you have any ideas on ideal partners with whom to take the innovation to market i.e. to end users?** |
| **If you have any contacts at potential partners, please list these below:**(add / delete sets of details as may be required)**Name:** **Organisation:** **Designation:** **Email address:** **Tel / Mobile No:** **Nature of relationship/contact:** **Name:** **Organisation:** **Designation:** **Email address:** **Tel / Mobile No:** **Nature of relationship/contact:** **Name:** **Organisation:** **Designation:** **Email address:** **Tel / Mobile No:** **Nature of relationship/contact:**  |

1. **Development Status and History**

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| **What is the current development stage of your innovation?****(Typically tick only 1 box)** | Idea |[ ]
|  | Basic research |[ ]
|  | Concept formulation |[ ]
|  | Research proof of concept established |[ ]
|  | Validation in laboratory environment  |[ ]
|  | Laboratory scale validation in relevant environment (including lab scale prototype, animal studies) |[ ]
|  | Integrated / scaled up prototype system verified in relevant environment (including clinical trials) |[ ]
|  | Integrated pilot system demonstrated in operational environment (including pilot in actual operational environment, clinical trials) |[ ]
| **Where and when did this work originate?** | **Date:** | **Location:** |
| **Was this work done in the scope of your employment/studies at Wits?** | **YES** |[ ]  **NO** |[ ]
| **Is this work a result of research collaboration with other institutions?** | **YES** |[ ]  **NO** |[ ]
| **If Yes to above :****Please list the collaborators and attach any agreements currently in place with each collaborator.** | **Name of Collaborator** | **Email Address** | **Telephone Number** | **Institution/ Organisation Name** |
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| **Please list collaboration agreements and provide details of such agreements e.g. Collaboration Agreement, Non-disclosure Agreement, Materials Transfer Agreement, etc.** | **Collaborator** | **Details of agreement** |
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| **What are your intended next steps in taking the innovation forward, and who do you intend to be responsible for these?** |

1. **Related Research by Others**

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| **Have you conducted searches (e.g., literature, Google, patent, etc.) on research and/or approaches that meet the need set out in the description under paragraph 1 above, i.e. related to your innovation?** | **YES** |[ ]  **NO** |[ ]
| **If the answer is Yes, please list the documents/information that is most relevant, in that it either shows the research your innovation is based on and/or how it is different.***Please attach the report/documents when submitting form*1.2. |

1. **Funding**

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| **Please list ALL the sources of funding received that supported the development of this innovation.** | **Type of Funding** | **Funder** | **Contact details** |
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| **List any agreements pertaining to the above funding sources, as applicable.** | **Funder** | **Agreement** |
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1. **Publication / Research Outputs**

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| **Have you published any material in relations to the innovation?****NB! Publications include:*** Presentations at seminars, conferences, workshops, exhibitions or meetings open to people external to Wits including posters shown at such events
* Publishing through Open Access platforms
* Dissertations and theses published online or available in libraries
* Sharing with the media or any parties external to Wits e.g. project/research report, website or in person
* Publication in journals, magazines, newspapers, books
* E-mail correspondence with parties external to Wits
 | **YES** |[ ]  **NO** |[ ]
| **If Yes, please list all publication events (see list of types of publications above):** | **Date** | **Title** | **Nature of publication/Details of output** |
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| **Are you planning to publish your work in the near future?** | **YES** |[ ]  **NO** |[ ]
| **If Yes, please list all planned publication events (see list of types of publications above):** | **Date** | **Title** | **Nature of publication/ Details of output** |
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| **Has information describing your innovation been provided to a person, company or institution outside the university, under a non-confidentiality agreement (NDA)?**  | **YES** |[ ]  **NO** |[ ]
| **If Yes, please list details of NDA and provide a copy if it is at hand.** | **Date** | **Party**  |
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1. **Creators of the Innovation**

*Please provide the details of any* ***Wits University Creators****, being those individuals who have been involved in the development to date*

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| **Full Names & Surname** | **Role in development of the innovation** | **Faculty** | **School** | **Department (if relevant)** | **Wits Email Address** | **Alternate Email address** | **Mobile number** | **Telephone** |
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*Please provide the details of any* ***Non-Wits University Creators****, being those individuals who have been involved in the development to date.*

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| **Full Names & Surname** | **Role in development of the innovation** | **Institution** | **Department (if relevant)** | **Institution Email Address** | **Alternate Email address** | **Mobile number** | **Telephone** |
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