

NASA INVENTION DISCLOSURE GUIDANCE

(Reference 14 CFR 1260.28)

NASA SUBCONTRACTORS (and researchers, students, etc., working under a Subcontract:

Day 0	Subcontract inventor identifies new technology
Day 1	Subcontract inventor discloses invention to Subcontractor's patent administrator
Within 2 months of Day 1	Subcontractor discloses invention to NASA (NASA NTR Form 1679) & to UNO's patent administrator at unosponpro@unomaha.edu or (402) 554-2286
Within 2 years of Subcontractor's disclosure to NASA	Subcontractor notifies NASA regarding whether or not it elects to retain title & provides UNO's patent administrator with copy of notice
Within 1 year of Subcontractor's notification to NASA re: election of title	Subcontractor files initial patent application & notifies UNO's patent administrator of patent application
Annually, every 12 mos. from date of election of title	Subcontractor reports to NASA on utilization of invention or on efforts at obtaining utilization of invention & provides UNO's patent administrator with copy of report
90 days after expiration date of Subcontract	Subcontractor includes final list of inventions disclosed in Final Summary Report to NASA & provides copy of report to UNO

Note: All notices, correspondence, etc., with UNO's patent administrator is through unosponpro@unomaha.edu or (402) 554-2286.

UNO PROJECT DIRECTORS/RESEARCHERS:

Day 0	Inventor identifies new technology and contacts UNO patent administrator at unosponpro@unomaha.edu or (402) 554-2286
Day 1	Inventor discloses invention to UNO patent administrator
Within 2 months of Day 1	UNO's patent administrator discloses invention to NASA
Within 2 years of UNO's disclosure to NASA	UNO's patent administrator notifies NASA regarding whether or not it elects to retain title (if UNO decides NOT to retain title, notification to NASA must be not less than 30 days prior to the expiration of the 2 year period)
Within 1 year of UNO's notification to NASA re: election of title	UNO's patent administrator files initial patent application

Annually, every 12 mos. UNO's patent administrator reports to NASA on utilization of invention or on efforts at obtaining utilization of invention from date of election of title

Note: All notices, correspondence, etc., with UNO's patent administrator is through unosponpro@unomaha.edu or (402) 554-2286.

UNO/NASA SPACE GRANT OFFICE:

Annually, every 12 mos. from date of grant/coop. agmt. UNO's Space Grant Office includes list of inventions disclosed during preceding year in Subject Inventions/Reportable Items Interim Summary Report, if required by prime award (typically, training and education grants are excluded from this requirement)

90 days after expiration date of grant/coop. agmt. UNO's Space Grant Office includes final list of inventions disclosed in Final Summary Report and in Summary of Research Report, if required by prime award (typically, training and education grants are excluded from this requirement)