



**INTELLECTUAL PROPERTY INVENTORY TEMPLATE\***  
**Indiana University School of Informatics**

Name of Grant or Project: \_\_\_\_\_

Name of Individual Completing the Inventory: \_\_\_\_\_

Employed by/Representing: \_\_\_\_\_

Project Dates:

This inventory is being completed (check one):

At the beginning of the grant or project: \_\_\_\_\_

Midway through the grant or project: \_\_\_\_\_

At the completion of the grant or project: \_\_\_\_\_

Participating Schools, Departments or Entities

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

*\*NOTE: if at all possible this form should be filled out at the beginning of a grant or project*

Two types of intellectual property need to be tracked for most projects: existing IP that has been *brought into* a project and IP that has been developed as a *result of* the project.

There are two kinds of IP to consider for this inventory:

1. "**Device-like software**," defined as software that is intended primarily and is reasonably likely to accomplish a task or to produce, manage, analyze, or manipulate a product, such as data text, a physical object, or more software. Such software acts as a tool or building block in the accomplishment of such a task or in the creation or management of such a product or result.
2. "**Institutional works**," defined as works created at the instigation of the University, under the specific direction of the University, for the University's use, by a person acting within the scope of his or her employment or subject to a written contract.

The Indiana University Intellectual Property Policy may be found at:  
[http://www.copyright.iupui.edu/iu\\_policies.htm](http://www.copyright.iupui.edu/iu_policies.htm)

**In Section A**, please document any intellectual property (device-like software or institutional work) that you created or that you know existed before the grant or project in question began. Specify approximately when the IP came into existence and the funding that supported it.

**Section A.**

<b>Description of IP</b>	<b>Approximate Date of Conception</b>	<b>Funding Associated with Conception</b>

**In Section B**, please document any intellectual property (device-like software, information software, or institutional work) you created or that you know has arisen as the result of the grant or project. Specify approximately when the IP came into existence and the funding that supported it.

**Section B**

Description of IP	Approximate Date of Conception	Funding Associated with Conception

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Last Revised: 10-18-05**