附件1

项目编号：

长沙市高价值专利组合培育项目

申 报 表

（2019年度）

项目名称：

申报单位：

单位地址：

项目负责人： 电话：

项目联系人： 电话：

合作单位：

主管部门：

申报日期： 年 月 日

信用承诺书

我单位已知晓《长沙市知识产权运营服务体系建设专项资金管理办法》，并郑重承诺如下：

1. 我单位近三年信用状况良好，无严重失信行为；
2. 向长沙市知识产权局提供的各类资料，均符合国家法律法规和政策要求，真实、有效，无任何伪造修改和虚假成分；
3. 严格遵守《长沙市知识产权运营服务体系建设专项资金管理办法》等有关规定，为项目实施提供承诺的条件；
4. 如有虚假和失信行为，我单位及相关责任人员愿意承担相关法律责任，严重失信的，同意有关主管部门将相关失信信息在相关政府门户网站公开。

项目申报责任人（签名）

合作单位责任人（签名）

（包括全部合作单位）

申报单位负责人（签名）（公章）

年 月 日

填 写 说 明

一、填写申报书前，请仔细阅读填写要求，并查阅《长沙市知识产权运营服务体系建设资助政策》和《2019年长沙市知识产权专项项目申报指南》，如实填写。

二、申报材料需包含以下内容（请以word格式填写）：

（一）项目信用承诺书及联合申报单位合作协议

（二）申请项目基本信息

（三）项目申请单位基本信息

（四）项目申请方案

（五）牵头申请单位情况表

（六）附件材料：

1．企业、高校科研院所、服务机构营业执照或事业单位法人证书复印件；

2．获批的市级及以上创新平台的证明材料复印件；

3．产学研合作成效证明材料；

4．牵头申报单位知识产权管理基础的证明材料；

5．申报单位有关知识产权工作人员的资质证书复印件；

6．已有专利储备对本项目支撑作用分析报告；

7．上一年度企业、院所、服务机构财务状况报告复印件（至少包括资产负债表和利润表）；2019年以来任一月份的依法缴纳税收和社会保障资金的相关材料（提供相关主管部门证明或银行代扣证明的复印件，根据国家相关政策免缴或迟缴的需提供相关证明材料）；高校科研院所提供上一年度承担相关课题到账经费的证明材料；

8．其它相关证明材料。

（注：专利证书复印件、知识产权管理制度等材料不需要提供。）

三、项目申报书要求A4纸双面打印，纸质封面左侧装订成册，勿采用塑料封面和活页装订。

联合申报单位合作协议

（请清晰界定合作各方在高价值专利组合培育工作中的项目组织机构及人员安排、合作机制及任务分工、所申请的市财政支持经费的分配计划及项目实施保障等事项。）

申报单位1（签章）：

申报单位2（签章）：

申报单位3（签章）：

（包括全部申报单位）

                     年　　月　　日

二、申请项目基本信息

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| **产业领域** | 1. 传统优势产业□ 2. 战略性新兴产业□  3. 未来产业□ 4. 其他产业□ |

三、项目申请单位基本信息

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| --- | --- | --- | --- | --- | --- |
| **牵头**  **申请**  **单位** | 单位名称 |  | | | |
| 法定代表人  或负责人 |  | | | |
| 联系电话 |  | 传真号码 |  | |
| **项目**  **负责人** | 姓 名 |  | 职 务 |  | |
| 固定电话 |  | 手 机 |  | |
| **项目**  **联系人** | 姓 名 |  | 手 机 |  | |
| 固定电话 |  | 传真号码 |  | |
| 通讯地址 |  | | | |
| 邮 编 |  | E-mail |  | |
| **牵头**  **申请**  **单位**  **情况** | （简要介绍单位基本情况，包括所属行业、领域中的位置、主导产品的市场占有率及市场销售排名，以及知识产权工作基础、创新基础、产学研合作等情况，字数在1000字左右。） | | | | |
| **合作**  **申请**  **单位（一）** | 单位名称 |  | | |
| 法定代表人  或负责人 |  | | |
| 联系人 |  | 职务 |  |
| 联系电话 |  | E-mail |  |
| **合作**  **申请**  **单位**  **情况** | （企业、高校院所或实验室及技术中心简要介绍单位基本情况，包括所属行业、领域中的位置、主导产品的市场占有率及市场销售排名，以及知识产权工作基础、创新基础、产学研合作等情况，字数在1000字左右。） | | | |
| **合作**  **申请**  **单位（二）** | 单位名称 |  | | |
| 法定代表人  或负责人 |  | | |
| 联系人 |  | 职务 |  |
| 联系电话 |  | E-mail |  |
| **合作**  **申请**  **单位**  **情况** | （服务机构主要填写机构建设、现有工作人员、工作管理制度、业务开展、收支情况等，字数在1000字左右。） | | | |

四、项目申请方案

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| **项目**  **内容**  **及**  **申报**  **理由** | （1.项目研究的目的、意义，突出说明项目实施后对长沙产业发展的预期作用；2.项目已有技术基础和专利储备描述，包括：本项目研究的关键技术及难点，现有技术水平，国内外相关的研究开发情况及知识产权现状，有关的主要论文、专著情况，项目技术实现主要面临的风险和应对措施，以往承担国家、市级等各类科技计划项目完成情况等） |
| **预期**  **目标**  **及**  **成果**  **形式** | （项目实施后的预期目标、成果和具体可考核指标，包括关键技术的专利产出情况、产生专利的竞争优势、市场前景分析，未来转化运用的经济效益与社会效益预测等。） |
| **项目**  **实施**  **计划** | （包括项目专利创造所依据的技术原理、主要技术或工艺路线；项目实施的步骤，各阶段的工作任务与阶段性目标，项目实施期限： |
| **保障**  **措施** | （包括实施该项目的研发专利管理机制、合作各方的权益分配制度、人员团队等保障机制及措施） |
| **项目经费来源**  **及预算** | （包括完成项目的经费来源、经费预算等，本项目要求财政资助资金与自筹资金的比例不低于1：1）  申请市级专项资金:  自筹经费:  总计：  费用明细（市级专项经费主要用于以下方面）：  专利全流程管理体系建立（包括建立全流程管理规范、管理平台等）：  产业专利竞争态势分析（包括产业专利信息的获取与分析、中外文献翻译与分析费用等）：  专利导航应用与布局所需的信息化支撑系统建设：    专利布局方案策划：  专利验证及运营前景评估（对专利保护强度和授权前景、专利价值进行研判的费用等）：  高价值专利的撰写、申请、维持（主要用于专利池或专利组合的建立与维持）：  专项业务培训费用：  其他： |
| **各区县（市）、园区知识产权局推荐意见** | （签章） 年 月 日 |

五、牵头申请单位情况表

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| **基本情况** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **单位**  **名称** | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **地址** | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **单位**  **概况** | | | | 单位性质 | | | | | | | | 总人数／  研发人数 | | | | | | | | | | 高新技术  企业 | | | | | | | | | | | | | | 有无研发  机构 | | | | | | | | | | | | | 实验室及  技术中心 | | | | | | |
| 国有□  国有控股□  民营□ | | | | | | | |  | | | | | | | | | | 是 □  否 □  （仅企业填写） | | | | | | | | | | | | | | 有 □  无 □ | | | | | | | | | | | | | 国家级 □  市 级 □  无 □ | | | | | | |
| **知识产权情况**  **（件数）** | | | |  | | | | | | | | 总量 | | | | | | | | | | 发明 | | | | | | | | | | | | | | 实用新型 | | | | | | | | | | | | | 外观设计 | | | | | | |
| 申请专利 | | | | | | | |  | | | | | | | | | |  | | | | | | | | | | | | | |  | | | | | | | | | | | | |  | | | | | | |
| 授权专利 | | | | | | | |  | | | | | | | | | |  | | | | | | | | | | | | | |  | | | | | | | | | | | | |  | | | | | | |
| 有效专利 | | | | | | | |  | | | | | | | | | |  | | | | | | | | | | | | | |  | | | | | | | | | | | | |  | | | | | | |
| PCT申请总量 | | | | | | | | | | 国（境）外专利授权总量 | | | | | | | | | | | | | | | | | | | | | | 利用专利技术制定或参与制定国家或行业标准数量 | | | | | | | | | | | | | | | | | | | |
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| 商标 | | | | 驰名  商标 | | | | | | 著名  商标 | | | | | | | 版权 | | | | | 计算机软件著作权 | | | | | | | | | | 植物新品种权 | | | | | | | | 集成电路布图设计 | | | | | | | | | 商业  秘密 | | |
|  | | | |  | | | | | |  | | | | | | |  | | | | |  | | | | | | | | | |  | | | | | | | |  | | | | | | | | |  | | |
| **主导**  **产品** | | | | 产品名称（高校科研院所不填） | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 相应专利数量  （发明／实用  新型／外观） | | | | | | | | | | | |
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| **知识产权**  **运用** | | | | 知识产权产业化运用 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 专利转化与实施 | | | | | | | | | | | | | | | | | | | | | | | 其他知识产权转化与实施 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 数量（件） | | | | | | | | 占有效专利总量的比 | | | | | | | | | | 产生利润（万元） | | | | | | | | | | | | 数量  （件） | | | | | | | | | | | | | | | 产生利润  （万元） | | | | | | |
|  | | | | | | | |  | | | | | | | | | |  | | | | | | | | | | | |  | | | | | | | | | | | | | | |  | | | | | | |
| 知识产权资本运营（件数／万元） | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 专利许可数／涉及专利数／额度 | | | | | | 专利转让数／额度 | | | | | | | | | 专利质押贷款数／涉及专利数／额度 | | | | | | | | 其他知识产权许可数／额度 | | | | | | | | | | | | | 其他知识产权转让数／额度 | | | | | | | | | | | 其他知识产权质押贷款数／额度 | | | | |
| ／／ | | | | | | ／ | | | | | | | | | ／／ | | | | | | | | ／ | | | | | | | | | | | | | ／ | | | | | | | | | | | ／ | | | | |
| **相关效益数据指标** | | | | 经济效益（万元） | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 年份 | | | | | 销售总额 | | | | | | 专利产品  销售额 | | | | | | | | | 专利产品销售额占总销售额的比 | | | | | | | 利税总额 | | | | | | | | | | | | 专利产品利税额 | | | | | | | | | 专利产品利税占总利税的比 | | | |
| 2016年 | | | | |  | | | | | |  | | | | | | | | |  | | | | | | |  | | | | | | | | | | | |  | | | | | | | | |  | | | |
| 2017年 | | | | |  | | | | | |  | | | | | | | | |  | | | | | | |  | | | | | | | | | | | |  | | | | | | | | |  | | | |
| 2018年 | | | | |  | | | | | |  | | | | | | | | |  | | | | | | |  | | | | | | | | | | | |  | | | | | | | | |  | | | |
| 近三年  合计 | | | | |  | | | | | |  | | | | | | | | |  | | | | | | |  | | | | | | | | | | | |  | | | | | | | | |  | | | |
| 社会效益 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 年 份 | | | | | 具有专利  技术的主导产品名称 | | | | | | | 国内市场（万元） | | | | | | | | | | | | | | | | | | | | | | | 国际市场（万美元） | | | | | | | | | | | | | | | | |
| 占有率 | | | | | | | 销售额 | | | | | 利润 | | | | | | | | | | 销往  国家 | | | | | | | 销售额 | | | | | | | | | 创汇 | |
| 2016年 | | | | |  | | | | | | |  | | | | | | |  | | | | |  | | | | | | | | |  | | | | | | | |  | | | | | | | | |  | |
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| 2017年 | | | | |  | | | | | | |  | | | | | | |  | | | | |  | | | | | | | | |  | | | | | | | |  | | | | | | | | |  | |
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| 2018年 | | | | |  | | | | | | |  | | | | | | |  | | | | |  | | | | | | | | |  | | | | | | | |  | | | | | | | | |  | |
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| 近三年  合计 | | | | | —— | | | | | | | —— | | | | | | |  | | | | |  | | | | | | | | | | —— | | | | | | |  | | | | | | | | |  | |
| **知识产权投入情况** | | | | 年 份 | | | | | 研发投入  （万元） | | | | | | | | | | | 知识产权投入  （万元） | | | | | | | | | | | 研发投入占总销售额的比 | | | | | | | | | | | | | | | | | 知识产权投入占研发投入的比 | | | | | | | |
| 2016年 | | | | |  | | | | | | | | | | |  | | | | | | | | | | |  | | | | | | | | | | | | | | | | |  | | | | | | | |
| 2017年 | | | | |  | | | | | | | | | | |  | | | | | | | | | | |  | | | | | | | | | | | | | | | | |  | | | | | | | |
| 2018年 | | | | |  | | | | | | | | | | |  | | | | | | | | | | |  | | | | | | | | | | | | | | | | |  | | | | | | | |
| 近三年合计 | | | | |  | | | | | | | | | | |  | | | | | | | | | | |  | | | | | | | | | | | | | | | | |  | | | | | | | |
| **知识产权**  **管理基础** | | | | 知识产权贯标  通过认证□ 开展中□ 未开展□ | | | | | | | | | | | | | | | | | | | | | | | 合作的知识产权服务机构名称 | | | | | | | | | | | | | | | | |  | | | | | | | | | | | |
| 知识产权管理机构 | | | | | | | | | | | | | | | | | | | | | | | 知识产权管理制度 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 架构形式 | | | | | | | | | | 负责人职务 | | | | | | | | | | | | | 管理制度 | | | | | | | | | | | | | | | | | 运行情况 | | | | | | | | | | | |
| 独立机构 □  部门下设机构 □ | | | | | | | | | |  | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | |  | | | | | | | | | | | |
| 专职管人员  人数 | | | | | | 内审人员  人数 | | | | | | | | | 知识产权  工程师培训合格人数 | | | | | | | | 具有知识  产权工程师  职称人数 | | | | | | | | | | | | | 具有专利代理人资质  人数 | | | | | | | | | | | 具有律师  资质人数 | | | | |
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| **知识产权案例** | | | | 有无知识产权纠纷 | | | | | | | | | | | | | | | 纠纷名称 | | | | | | | | | | | | | | | | | | | | | 胜诉或和解 | | | | | | | | | | | | | | | |
| 有 □  无 □ | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | 胜诉 □ 和解 □ | | | | | | | | | | | | | | | |
| **核心专利情况** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 序号 | | | 专利号 | | | | | | | 专利名称 | | | | | | | | | | | | | | | | | 所属主导产品名称 | | | | | | | | | | | | | | | | | 围绕核心专利创造的附属专利件数 | | | | | | | | | | | |
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| **近三年申请专利台账** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 序号 | | 申请  日期 | | | | 专利号 | | | | | | | | | | | 专利名称 | | | | | | | | | | | | | | | | 专利  权人 | | | | | | | | | 法律  状态 | | | | | | 授权  日期 | | | | | | | 备注 |
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| 专利申请数量（件数） | | 年份 | | | | 申请总量 | | | | | | | | | | | 发明专利申请量 | | | | | | | | | | | | 实用新型专利  申请量 | | | | | | | | | | | | | | | | | 外观设计专利  申请量 | | | | | | | | | |
| 2016年 | | | |  | | | | | | | | | | |  | | | | | | | | | | | |  | | | | | | | | | | | | | | | | |  | | | | | | | | | |
| 2017年 | | | |  | | | | | | | | | | |  | | | | | | | | | | | |  | | | | | | | | | | | | | | | | |  | | | | | | | | | |
| 2018年 | | | |  | | | | | | | | | | |  | | | | | | | | | | | |  | | | | | | | | | | | | | | | | |  | | | | | | | | | |
| 近三年合计 | | | |  | | | | | | | | | | |  | | | | | | | | | | | |  | | | | | | | | | | | | | | | | |  | | | | | | | | | |
| **授权专利台账** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 序号 | | 专利号 | | | | 专利名称 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 专利  权人 | | | | | | | | | | | | 法律  状态 | | | | | | | | 备注 |
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| 专利授权数量（件数） | | 年份 | | | | 授权总量／  有效总量 | | | | | | | 发明专利  授权量／有效量 | | | | | | | | | | | | | | | | | 实用新型专利  授权量／有效量 | | | | | | | | | | | | | | | | | 外观设计专利  授权量／有效量 | | | | | | | | |
| 2016年 | | | | ／ | | | | | | | ／ | | | | | | | | | | | | | | | | | ／ | | | | | | | | | | | | | | | | | ／ | | | | | | | | |
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| 2018年 | | | | ／ | | | | | | | ／ | | | | | | | | | | | | | | | | | ／ | | | | | | | | | | | | | | | | | ／ | | | | | | | | |
| 近三年  合计 | | | | ／ | | | | | | | ／ | | | | | | | | | | | | | | | | | ／ | | | | | | | | | | | | | | | | | ／ | | | | | | | | |
| **主要负责和参与人员** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 序号 | 姓名 | | | | 性 别 | | 年 龄 | | | | 专 业 | | | | | | | 学 历 | | | | | | | 职 称 | | | | | | | 职 务 | | | | | | | | | 所在单位 | | | | | | | | | 项目中拟  承担的工作 | | | | | |
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| 说明：1. 专利号请以规范的13位数字表示，中间不要有空格；  2. 申请台账法律状态填写内容：（1）发明专利申请写明具体阶段，如公开、初审、实审、撤回、复审、无效等阶段；（2）如已授权，填写授权；  3. 授权台账，请填所有授权的专利，法律状态填写内容：有效或无效，若无效请在备注栏填写无效原因；如有专利转化运用情况，请在备注栏填写许可、转让、质押等相应内容；  4. 表格不够可续页；  5. 数据统计截止日：2018年12月31日。 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |