

## RFP: Writer for Case Study on Insurance

The Institute for Nonprofit News (INN) seeks a part-time, contract researcher and writer ("Writer") to research and write a ~2,500 word case study on the importance of insurance within nonprofit news. Case study will examine the issues and benefits of having media liability insurance through the lens of a single nonprofit news outlet. This will involve identifying a case subject by analyzing existing insurance survey data, conducting interviews across the case subject news outlet, outlining and drafting the case study, and assisting with getting final permissions to publish the case study.

### Scope of Work

Writer will be responsible for the following:

- **Case Subject Identification:** This will involve parsing through existing survey data INN has on our member's insurance uses and having a few preliminary conversations with different nonprofit news outlets. Writer will work with INN's Research Director to select a case study subject.
- **Conducting interviews:** Once the case study subject is chosen, Writer will conduct an estimated 3 - 4 interviews with members of the case subject team.
- **Basic data analysis:** Writer will conduct basic data analysis (calculating averages, medians, percentage change over time) from existing survey data on insurance and incorporate any relevant quantitative data into the case.
- **Writing case:** Writer will outline and draft the case study.
- **Gathering images and other assets for case as needed:** Writer will be the primary point of contact with the case study subject and assist with gathering images and other assets, as needed, for the case.
- **Assisting with gathering final consent:** Writer will be in contact with the case study subject in order to gain final approval from the subject to publish the case.

### INN will support the writer in the following ways:

**Budget:** \$5,000 flat rate, to be paid on the following timeline:

- Mid-September 2022 (at start of project): \$1,000
- At receipt of first draft: \$2,000
- At receipt of final draft: \$2,000

**INN will provide the following:** INN will provide survey data and act as a resource to help choose the case study subject. INN will edit the case and upload to WordPress, and be responsible for communications surrounding the case.



**Ideal Project Timeline:** Outline of the case is due by Monday, October 3rd. First full draft is due by Monday, October 17th. INN expects to publish the final case study by late October to early November.

### **Format & Proposal Details**

Please send a note of interest to INN's Research Director, Emily Roseman (emily.r@inn.org) by 9:00am ET on Tuesday, September 6th with your resume and/or writing portfolio. Please feel free to reach out to Emily with any questions on this project. Thank you!

### **Overview of Client (INN)**

INN strengthens and supports more than 400 independent news organizations in a new kind of media network: nonprofit, nonpartisan and dedicated to public service. INN was founded in 2009, originally named the Investigative News Network, and created to support the efforts of 27 independent, digital, nonprofit news organizations. Today, INN membership has grown to [more than 400 nonprofit media organizations](#) in North America. Our community shares best practices, collaborates on stories, pools resources and receives cutting-edge training in professional, organizational and business development. Together, we've managed to increase the reach and impact of their work as they seek to inform communities, hold the powerful accountable and help keep our democracy free.