



**JUSTICE  
RAPID  
RESPONSE**

## Call for Proposals

Podcast Project – *The Justice Decoder Podcast*

### PROJECT SUMMARY

Justice Rapid Response (JRR) invites you to be considered as the **agency** or (**hereafter “the Agency”**) for our podcast project to create a **series of 5 podcast episodes** (about 15 minutes each) showcasing the expertise available on the JRR Roster of justice and human rights experts, our impact and the work of our partners to be delivered by **December 2025**.

JRR wishes to contract an agency that will be in charge of:

- providing professional audio-recording material;
  - ensuring the technical quality of the recording of the podcast episodes;
  - editing the audio material (post-production);
  - delivering high-quality podcast episodes, snippets destined to social media (Bluesky and LinkedIn); and
- Providing a promotional visual and audio design for the podcast series (lettering, cover design, sound design, etc.).

Please note that JRR is **not** seeking the services of an agency to develop the content of the episodes nor to facilitate the interviews that would be carried out for the project. JRR is rather seeking the technical support needed to complete this project.

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### TO APPLY

Please provide a brief proposal (2 pages maximum) of how you would approach this project, including a quote with a detailed budget and tentative plan of work attached for this project. Relevant experience in similar projects should be mentioned in your pitch, along with samples of your work or link to a reel.

Please submit your proposal by COB on **Monday 28 February 2025** to Olivier Clavet, Communications & Public Partnerships Officer at Justice Rapid Response: [o.clavet@justicerapidresponse.org](mailto:o.clavet@justicerapidresponse.org). For any questions, please reach out to the previous mentioned email address.

### PROJECT BRIEF

#### Background

JRR is the only global facility that provides rapidly deployable specialized justice and human rights experts to assist with investigations of reported war crimes, genocide, crimes against humanity, and serious human rights violations. We respond to requests from international organizations, national authorities and civil society organizations to assist in the investigation, analysis and documentation of serious human rights violations and international crimes wherever they occur. Where possible, we communicate about our activities to draw awareness to the importance of such work.

In this instance, we plan to raise **visibility on the expertise that we have available on our Roster** of justice and human rights experts and to **show the impact of our expert deployments** in key country contexts where we operate. We also wish to showcase **how we implement a victim-centred, gender-sensitive and inclusive approach to justice** through the support we offer to our partners.

To provide meaningful context and understanding to our audiences, we would like to secure the services of an agency to record and edit a **series of 5 podcast episodes** hosted by the JRR Communications Officer showcasing our experts of some of our partner organizations to whom we deployed expertise, and, if possible, some survivors' testimonies.

## Objective

The objective of this project is threefold:

1. **First**, this project goes hand-in-hand with the achievement of JRR's strategic aims 1, 2 & 4: bolstering our impact by combining a responsive and proactive engagement, promoting a victim-centred approach to justice processes and achieving our strategic aims with our partners. In fact, JRR would like to:
  - a. Present what **type of expertise** is available on the JRR Roster so our partners, requesting entities and donors can better grasp how we can contribute to justice and accountability efforts;
  - b. Shed light on the **work of our justice partners** that we supported through our deployment of experts; and
  - c. Highlight the **main challenges** that still need to be addressed to promote justice processes that are respectful of the victims' and survivors' needs and that effectively contribute to building durable peace in post-conflict societies.
2. **Second**, the project aims to present **"impact stories" linked to JRR's expert deployments** that would exemplify, with – if possible – authentic testimonies from victims and survivors and partner organizations, the work of JRR roster experts deployed, more precisely how they contributed to building capacity of the various justice and accountability mechanisms we are (have been) partnering with.
3. **Third**, this project is an opportunity for **JRR to create advocacy and thought leadership material**. In fact, it would be used to showcase best practices as well as the unique approach the organization wishes to rely upon when supporting justice and accountability mechanisms.

## Targeted audiences

- States and diplomatic communities;
- Human right organizations and agencies;
- Human rights activists and defenders;
- Donors including private foundations;
- Civil society organizations.

## Topic

The project would consist of **5 podcast episodes** that would showcase the expertise available on the JRR Roster (with JRR experts, partners and, if possible, survivors), accompanied with a shorter version of the final product for publication on social media.

JRR roster experts who have been deployed in these contexts would be interviewed so they can present the **niche and unique expertise** they relied on throughout their deployment and how it contributed to **bridge gaps in terms of expertise** regarding the justice and accountability

mechanisms they were deployed to. This project would thus showcase JRR's expertise and its **meaningful contribution to accountability and justice mechanisms.**

**The justice partners** to whom JRR roster experts have been deployed could also be interviewed so they can present the issue they were facing prior to the deployment of JRR roster expert. They would then be asked to explain how JRR expert was able to answer the organization's needs and **how they contributed to promoting the rights and access to justice for victims and survivors.**

If possible, this would also be an opportunity for the victims and survivors to **share their respective experiences with the justice process they are part of**, and to highlight **the needs that they consider to have yet been properly addressed.** They would also be able to comment on the **positive impact** the JRR expert deployed had on their experience of the justice process.

### Key takeaways from the podcast series

We want listeners to remember that:

- 1) The implementation of a **victim-centered approach to any justice and accountability efforts** is essential to the success and viability of a justice process,
- 2) The work of JRR and its partner organizations and other survivor-led organizations has had **significant impact on justice processes.**

### Call-to-action

After watching the videos, we want listeners to:

- 1) **Feel inspired by the ongoing justice processes in key country contexts** and that they perceive these examples **as potential benchmarks for other country contexts** in which justice and accountability processes are taking place;
- 2) **Be encouraged** – especially the diplomatic community - to **contribute and support justice efforts** being waged by JRR and its partners throughout the globe.

### Deliverables

The successful agency will be responsible for the following deliverables:

#### 1) 5 podcast episodes (15 min each):

The Agency will have to record and edit an interview-style series of 5 podcast episodes (with sound and visual design, voice over in English if needed, etc.) of a maximum length of 15 min that includes interviews (in-person or online). Interviews conducted over web-based platforms (e.g. Zoom, Skype) should use high-quality audio feed. A journalistic approach with a serious tone is required for this project.

**All content used must be in line with ethical guidelines surrounding working with survivors, under the guidance of Justice Rapid Response Communications. [Here is an example of a charter of best practices guiding organizations to engage with survivors.](#)**

#### 2) 5 shorter versions (teasers) adapted specifically for social media (maximum 60 seconds)

The Agency retained is also expected to produce 5 shorter audio snippets for the purpose of social media publications. The audio used for these adaptations will have to stem from the 5

podcast episodes produced. Please note that the same conditions as for the podcast episodes apply to these adapted versions intended for social media.

Please note that JRR is **not** seeking the services of an agency to develop the content of the episodes nor to facilitate the interviews that would be carried out for the project. JRR is rather seeking the technical support needed to complete this project.

### Timeline

**The project would be carried out from March 2025 to December 2025** and would entail the following tasks:

- Briefings and discussions with Justice Rapid Response surrounding the topic and upcoming interviews;
- Development of a narrative and storyboard in partnership with JRR communications Officer;
- Searching, proposing, designing sound and visual design for the podcast series;
- Setting-up interviews with JRR experts, justice partners and, if possible, survivors.
- Post-production and delivery of the podcast episodes according to agreed timeline and approval processes.

All the above mentioned tasks to complete will be set out in an agreement with the chosen agency in a final contract.

Please note that the proposal should include all estimated travel costs, music licensing, translation services (the final product should be delivered in the English language or have English voice over if needed), and any additional fees related to the realization of this project. Fees that are not part of the quote and detailed budget presented will not be payed by JRR.

JRR will select the proposal which offers the best value for money. Proposals should be drafted in English or French. For any questions, please reach out to Olivier Clavet, Communications & Public Partnerships Officer at Justice Rapid Response: [o.clavet@justicerapidresponse.org](mailto:o.clavet@justicerapidresponse.org)

Thank you for your interest in this project.  
We are looking forward to receiving your proposal!