

# **Policy Regimes Inclusion and Accessibility Assessment (PRIAA) Application and Platform**

## **User Guide**

### **Part I – Introduction to PRIAA and Entering Data Sources**

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**Revised June 2026**



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## Introduction

This is a guide for researchers conducting law and policy research using the New Society Institute's (NSI) "Policy Regimes Inclusion and Accessibility Assessment" (PRIAA) research platform. This is Part I of the guide and covers the steps in entering law and policy sources and provisions into the platform's database. A follow-up Part II of the guide covers the steps in assessing these provisions for a specific research study.

The PRIAA platform enables researchers to analyze the sources of law and policy which make up and regulate a particular "law and policy regime." It is used to assess a regime against a set of normative standards and instruments (i.e., international treaties recognizing human rights standards, ecological rights, or the rights of specific groups; or, authoritative treaties and agreements between a state and other parties, or different levels of government). A PRIAA assessment provides a database of information to assess and report on the gaps in a regime from the perspective of the normative standards. Activists, civil society organizations, and policy makers can use this information to identify priorities for change and work towards redesigning the regime so that it delivers more effectively on the obligations embedded in the normative standards used to assess that regime.

For any particular study, PRIAA provides a set of dimensions, indicators, and measures against which to assess the provisions of a regime for their inclusiveness and compliance with established normative standards as selected by the research team. The assessments are created through the PRIAA web application, and the data is stored and available for analysis using a relational database platform called Dataverse, which is hosted in the Microsoft Cloud.

There are five main steps to undertaking an assessment through the PRIAA platform:

- Select the jurisdiction for assessment.
- Enter sources of law and policy associated with a policy regime into the "Global Library."
- Enter provisions of those sources into the PRIAA database through the web application.
- Assess the provisions against the measures in the data model for that study, using a scoring rubric designed for that purpose.
- Analyze the information gathered using the platform's descriptive, analytic, and reporting tools.

This guide is divided into four main sections:

- Background to PRIAA and Key Concepts
- Designing the Data Model for a PRIAA Assessment
- Getting Registered on PRIAA – for Data Entry and Scoring
- Entering Law and Policy Sources and Provisions into the PRIAA Database.

## A. Background to PRIAA and Key Concepts

- **“Policy”** – We are guided by a definition of public policy as the "authoritative allocation of values for a society."<sup>1</sup>
- **Policy Regime** – We use the term “policy regime” as an over-arching term to encompass sources of both laws (i.e., statutes, regulations, decrees, jurisprudence, etc.), and public policies (decisions by governments within the framework of laws). Each of these sources point to what can be defined as a public policy (some sources including many policies).
- **Policy Regimes Research** – Our research framework is informed by “policy regimes research” which recognizes that policy problems are increasingly “boundary-spanning” complex issues which are not effectively resolved through any one policy or law instrument and that they necessarily engage multiple sets of rules, programs and systems often operating at more than jurisdictional level.<sup>2</sup> Policy regimes are made up of numerous “policies” – authoritative decisions about what is valued – who gets what, when, where, and how, and what is impacted in the process.
- **Legal Regimes Research** – PRIAA is also informed by “legal regimes” research. Legal regimes have been defined as “patterns of structuring multiple legal authorities”<sup>3</sup> – i.e., more than one authority allocating values – that operate in different areas of criminal, civil, public and private law. Legal scholarship examines the phenomenon at different scales, including local, sub-national, national and global legal regimes in a particular area of law, with some studies taking a historical perspective to examine changes in legal regimes over time.<sup>4</sup> For example, one study on the nature of legal regimes characterizes the evolution of patterns of legal authorities and sources structuring the legal regime of antitrust law in the U.S. as follows:

Because the development of the federal antitrust regime has taken place over many decades involving numerous actors and agencies, social planning in this area has experienced a considerable degree of repudiation and revision. Thus, Congress has overturned Supreme Court precedent, the Supreme Court has reversed decisions of other federal courts and its own earlier rulings, federal courts have struck down administrative rulings through the exercise of judicial review, Congress has repealed and amended earlier legislation, and so on. And, of course, the federal antitrust regime preempted and largely displaced state common law regulation of business competition, which had reigned for several centuries.<sup>5</sup>

Thus, legal regimes can be defined a pattern of legal rules about a particular policy domain which are structured by and regulate multiple authorities, all of which evolve

over time. This evolution happens through the ‘push’ and ‘pull’ between those authorities, as the U.S. antitrust example indicates.

PRIAA has been designed with these concepts and insights in mind. It provides a set of online tools for gathering and analysing multiple provisions from diverse sources of law and policy to reveal the breadth and depth of often complex regimes regulating and impacting people’s lives.

## **B. Designing the Data Model for a PRIAA Assessment**

The PRIAA platform provides for collaborative research on assessing policy regimes in areas or “domains” as determined by the research team – for example: legal capacity, interpretive supports, personal security, decision supports, accessible travel, and digital currency. For each policy regime study, a data model is constructed which links three main levels of analysis of a policy regime:

- **Dimensions** of the regime – the main functions of the policy regime and the main policy systems it encompasses.
- **Indicators** of inclusiveness – In the assessment model, there are one or more indicators of inclusiveness of each dimension of the regime. The indicators are grounded in authoritative normative standards as embodied in various instruments including constitutional, civil code and human rights laws, international treaties and covenants, and other authoritative agreements between levels of government or a state entity and other parties. The indicators are designed to respond to the barriers people face in accessing and/or receiving the benefits/values of the different functions of the regime.
- **Measures** – The model provides a set of measures for each indicator – against which provisions from sources of law or policy are assessed. Researchers review each provision selected for inclusion in the assessment of a policy regime and give it a score of meeting the measure of inclusiveness ‘fully,’ ‘mostly,’ ‘somewhat,’ or ‘not at all.’

The data model is built iteratively. It involves eight main steps:

1. It often involves initial key informant, focus group, and desk research to identify the issues and barriers individuals and groups are experiencing.
2. The next step is to map out the various sources of law and policy which may be affecting or shaping these outcomes. This step is informed by institutional ethnography. Researchers are guided by the lived experience of individuals and groups to develop a map of the rules and authorities structuring people’s lives and impacts upon them.
3. Preliminary analysis of these sources identifies the key functions of this regime – by asking the question: “Taken together, what functions do these sources of law serve; what is it that they do?”

4. Findings from the preliminary research about what individuals and groups perceive as needed to overcome the barriers inform the initial design of “inclusivity indicators” – i.e., what would need to be in place to overcome the barriers imposed by the functions of the regime as they are currently designed.
5. Normative standards – as found in human rights and other instruments – are reviewed to select those which standards address the issues identified through the preliminary research.
6. Specific measures of an indicator are defined for analysing a provision of a law or policy source.
7. A scoring rubric is designed to guide researchers in determining whether a provision meets the measure “fully,” “mostly,” “partly,” or “not at all.”
8. The data model – functions, barriers, indicators, measures and scoring rubric – is reviewed by those involved in the barriers-identification research, and other advisors to provide feedback and inputs. The model is then revised accordingly.

These steps lead to the design of a data model for assessing the regime, including:

- its main functions (usually, four-to-five dimensions)
- key barriers in relation to those functions
- indicators that respond to those barriers, based on selected normative standards
- measures used to assess provisions of sources of the policy regime against those indicators
- a scoring rubric for guiding assessment of a provision against a measure in the data model.

Once finalized, the data model is uploaded to the PRIAA database and is ready to be used for assessing the provisions of the policy regime being examined.

## **C. Getting Registered on PRIAA – for Data Entry and Scoring**

This section outlines the steps that are required to set up your account on PRIAA.

1. You will receive an email invitation from Chronicle Analytics to verify your account on the Web Application
2. Sign up will require two-factor authentication, via the Microsoft Authenticator app.
3. (If required) Download the Microsoft Authenticator application from the Google Play Store, The App Store, etc.
4. Follow the steps of authenticating your device and email with the correct tenant (Chronicle or New Society Institute).
5. Follow the appropriate link that you received from NSI to the Web Application
6. Save a fixed location for the Web Application for ease of use.
  - If using Microsoft Edge as web browser, the PRIAA Web Application can be saved as a desktop application.
  - If using any other web browser (Chrome, Safari, Firefox, Opera) bookmark the Application URL.

## D. Entering Law and Policy Sources and Provisions into the PRIAA Database

This section guides researchers in completing the steps for entering sources and provisions into the database, including:

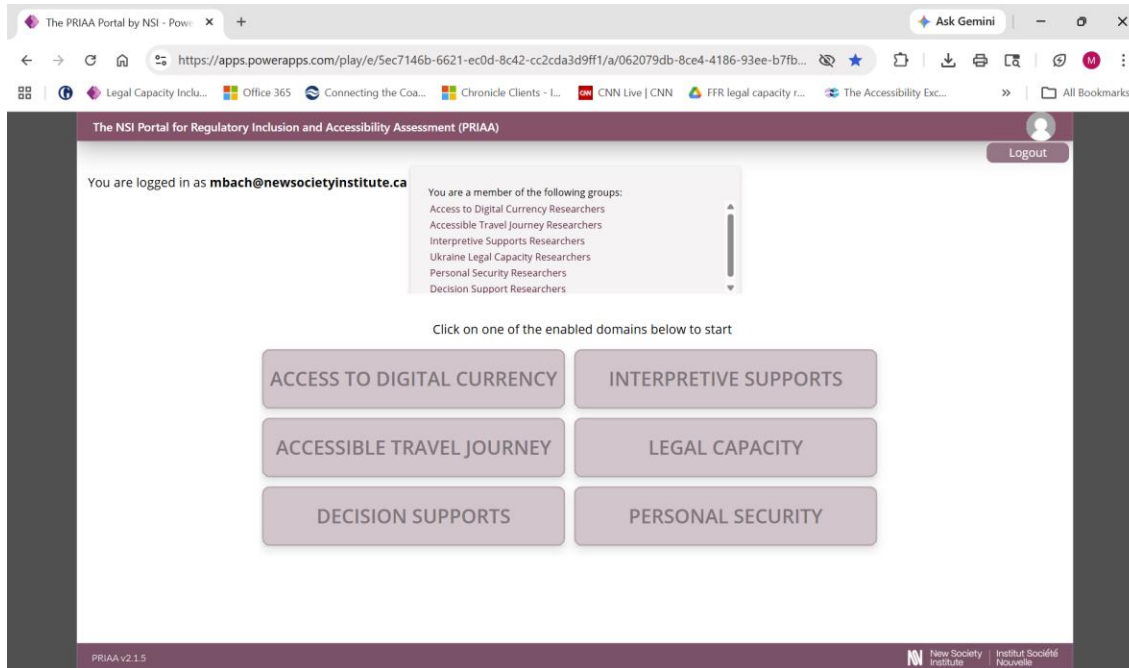
1. Select the Study Domain
2. Choose a “Policy Regime Assessment” or Enter the “Global Library”
3. Accessing the Global Library of Sources of Law and Policy
4. Add, Edit, or Delete a Source in a Collection of the Global Library
5. Entering Provisions for a Source

These steps are carried out through a set of features in the web application. This section presents the features, their functions, and how to use them. We provide screenshots of the relevant pages in the web application and describe how the features work.

### 1. Select the Study Domain

1.1 On homepage of the PRIAA web application, there are clickable tiles. Click on the tile of the study domain you are involved in, e.g. “Legal Capacity,” “Interpretive Supports,” “Personal Security,” “Decision Supports,” etc. **See Figure 1.** Once you have been registered on the platform for collaborating on a PRIAA study, you will be able to click on the respective tile.

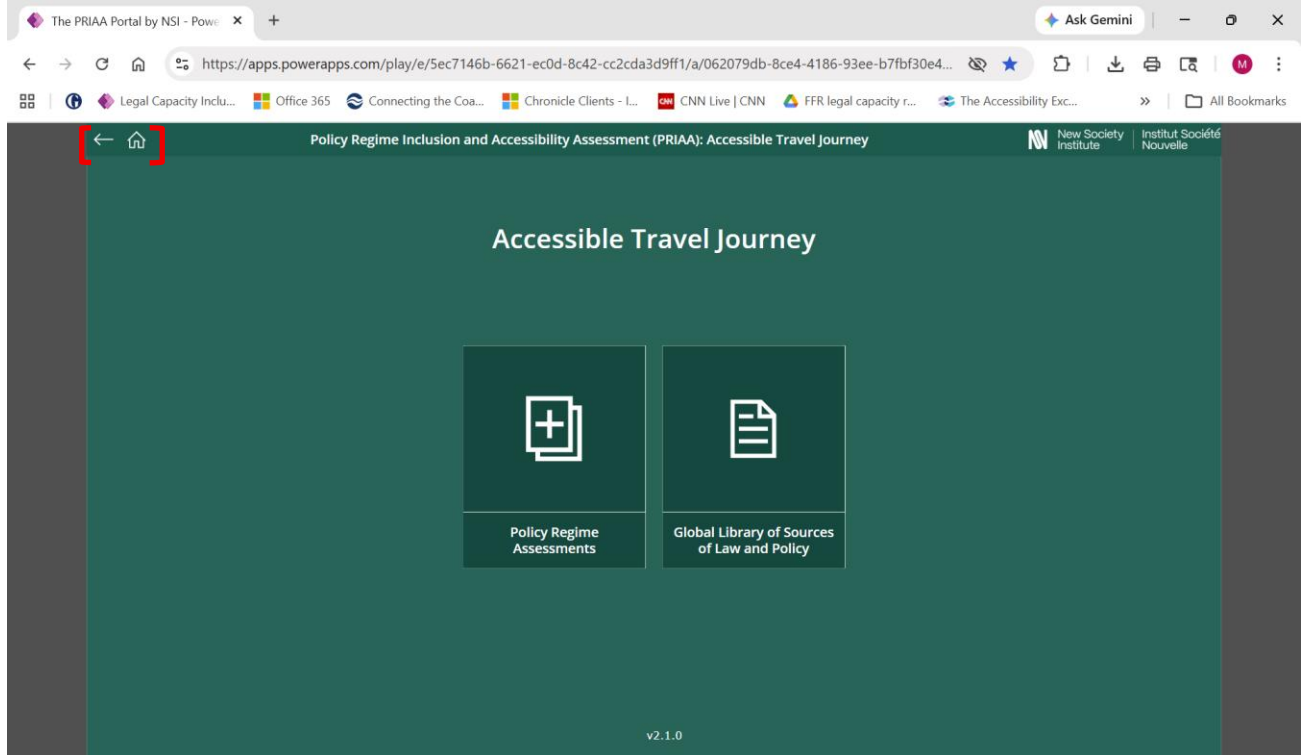
**Figure 1 – PRIAA Home Page**



## 2. Work on an “Policy Regime Assessment” or Enter the “Global Library”

**2.1** When you click the tile of the study domain you are involved in, you will be taken to the landing page for studies undertaken or being undertaken in relation to that policy domain. You will find two tiles – “Assessments,” and the “Global Library” of sources which you will contribute to and access in conducting the assessment for your particular study. **See Figure 2.**

**Figure 2 – Landing Page – “Policy Regime Assessments” and “Global Library”**





2.2 If you click the “Assessments” tile, you will be taken to a page where you will see a set of assessments which have been created related to that law and policy domain, as in **Figure 3**.

2.3 If the assessments are not yet visible, this is because the data model for the assessment has not yet been finalized and uploaded into the application.

2.4 When you click the “Global Library of Sources of Law and Policy” tile you will be taken to a Global Library of all sources of law and policy regulating policy regimes in jurisdictions for which assessments have already been started or completed.

2.5 In the top-left corner of the page you will see two symbols – highlighted in red in **Figure 2**.

- Clicking on the  icon takes you to the **preceding page**
- Clicking on the  icon takes you to the **home page** for the PRIAA platform, with the tiles for the different PRIAA studies

### **3. Accessing the Global Library of Sources of Law and Policy**

An assessment of a policy regime in a particular jurisdiction cannot get underway until the sources of law and policy which regulate the regime in that jurisdiction are entered into the

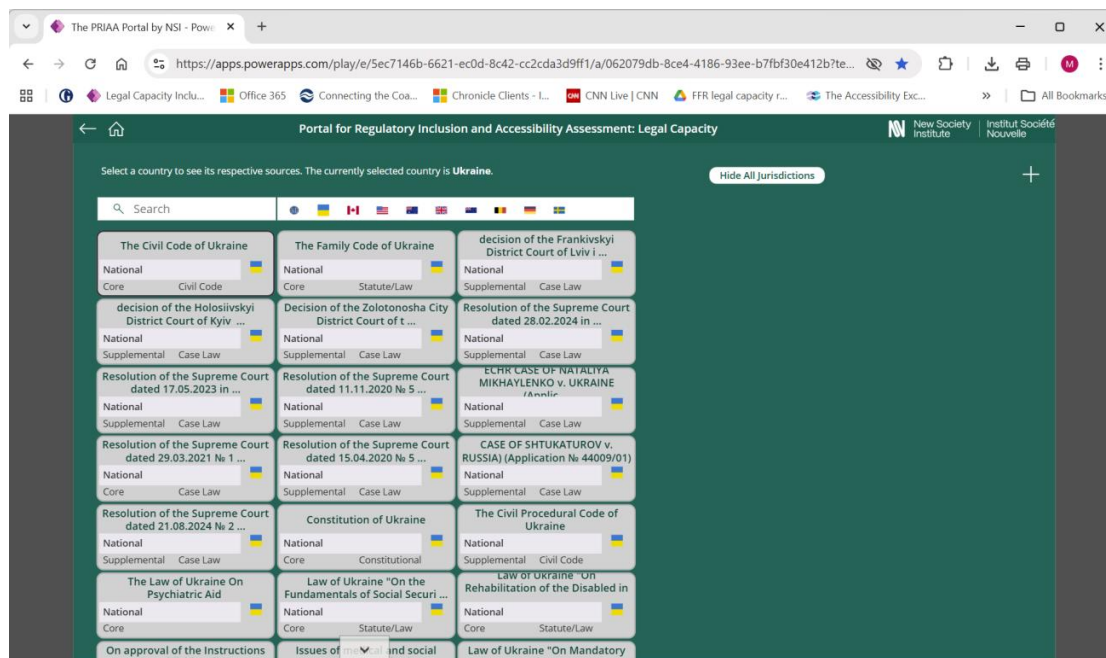
PRIAA database. These sources reside in PRIAA’s “Global Library of Sources of Law and Policy.” A source of law and policy is included in an assessment because the researcher determines that it contains provisions which constitute, in part, the law and policy regime being assessed.

3.1 Depending on the research initiative, some sources of law and policy may already be entered into the library when a researcher begins the assessment because other policy regime studies have also drawn on that source. You can view and search the global library by clicking on the “Global Library of Sources of Law and Policy” on the landing page for the policy domain you are working on (as in **Figure 2**).

3.2 The Global Library is organized into a series of “Collections” by national and international jurisdiction. Click on the flag of the jurisdiction for which you are entering or searching for sources. Doing so takes you to the Collection for that jurisdiction. For example, see **Figure 3** for a screenshot of some of the Ukraine Collection of law and policy sources – as gathered for an assessment of [Ukraine’s legal capacity regime](#).

3.3 Once in the jurisdiction’s collection, you can search to see if a source is already entered into the collection by entering key words associated with that source in the search bar in the upper left corner of the page.

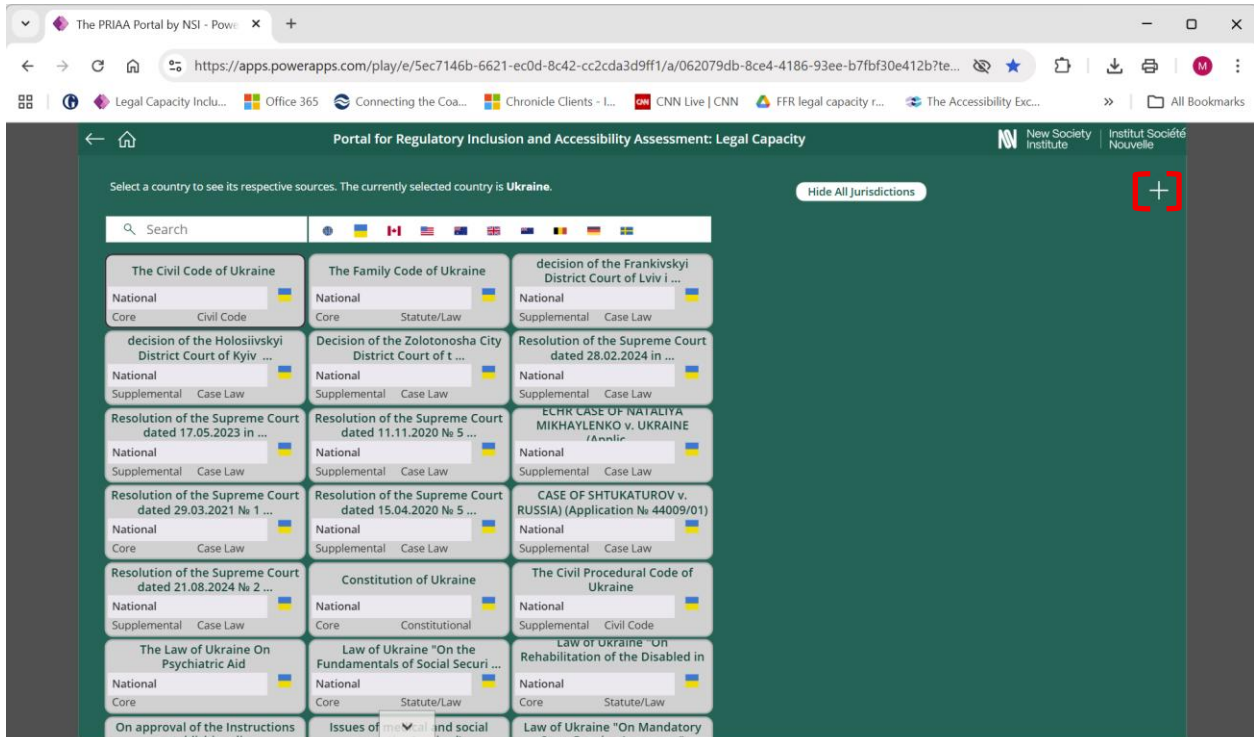
**Figure 3 – Jurisdictional “Collections” in Global Library of Sources of Law and Policy**



## 4. Add, Edit, or Delete a Source in a Collection of the Global Library

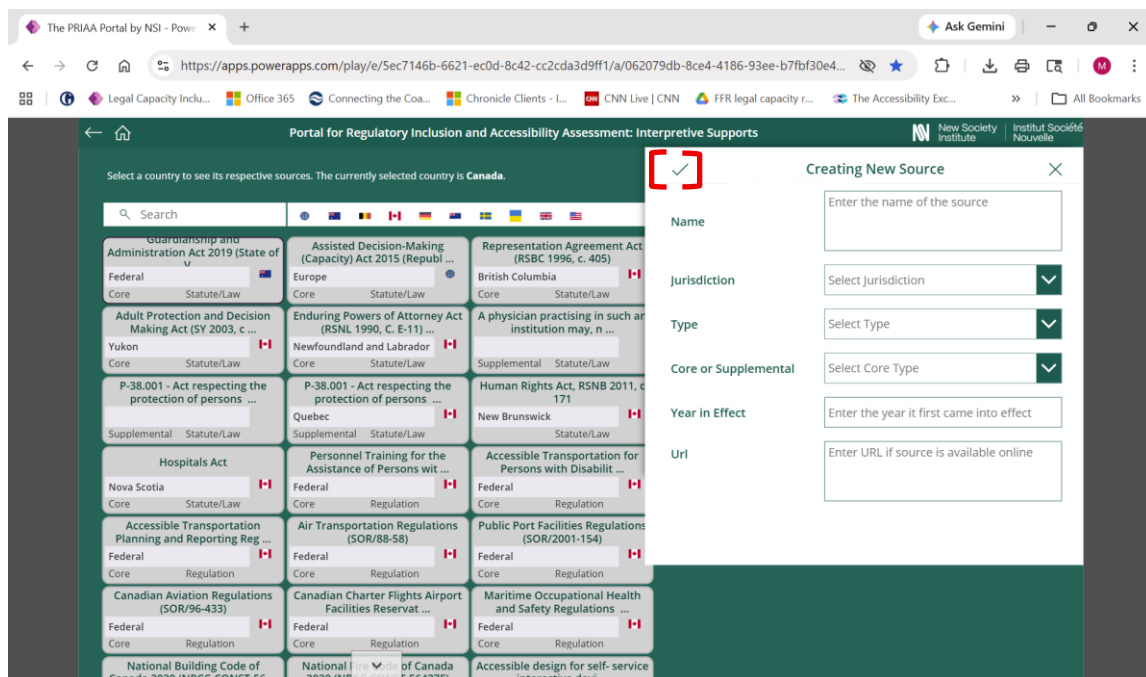
4.1 **To add** a source of law, policy, or practice that is not currently in a jurisdiction’s collection, you can do so through the “Global Library” page. Open the jurisdiction’s collection (by clicking the associated flag). Then click the plus (+) sign in the top right corner, highlighted in **Figure 4** in red.

**Figure 4 – Add a Source to the Library**



4.1 Once you click on the “+” sign, a window on the right-hand side of the page will populate, as seen in **Figure 5**.

**Figure 5 – Add a Source of Law, Policy or Practice to a Collection in the Global Library**



4.2 In this window, you will be able to input the following information:

- **Name:** the name of the source of law, policy, or practice, for example “*Mentally Disabled Person’s Estates Act.*”
- **Jurisdiction:** you can select the jurisdiction of the law and policy source you are adding to the database. Please note that since you are in the Canadian tab per the *jurisdiction bar*, the jurisdiction options that will populate in this window will be at the provincial level.
- **Type:** select whether the source you are adding is one of the following types of law, policy, or practice source:
  - Constitutional and Civil Code Law
  - Quasi-Constitutional Law
  - Statutes
  - Regulations/Decrees
  - Case Law/Jurisprudence
  - Public policies
  - Proposed laws
  - Practice guidelines
  - Published research and reports
  - Key informant interview and focus group reports
  - Other source types as these are added to the database.
- **Core or Supplemental:** this is where you select whether this law, policy, or practice source is core or supplemental to regulating the exercise of legal capacity in this jurisdiction.
  - **Core** sources are those whose main purpose is to regulate the domain which is the focus of the assessment.
  - **Supplemental** laws and policies are those which may have some provisions regulating the policy domain, but they are not determinative of the regime in that jurisdiction. The distinction between core and supplemental can be helpful at the analysis stage, if the research team wants to run a report on those “core” sources which constitute the policy regime in that jurisdiction.
  - **Year in effect:** this is where you indicate the year that this law, policy, or practice was passed or enacted. Sources of law, policy, or practice may be adopted in one year, and in later years some of its provisions are repealed or changed. When you enter provisions in section C below you will be able to

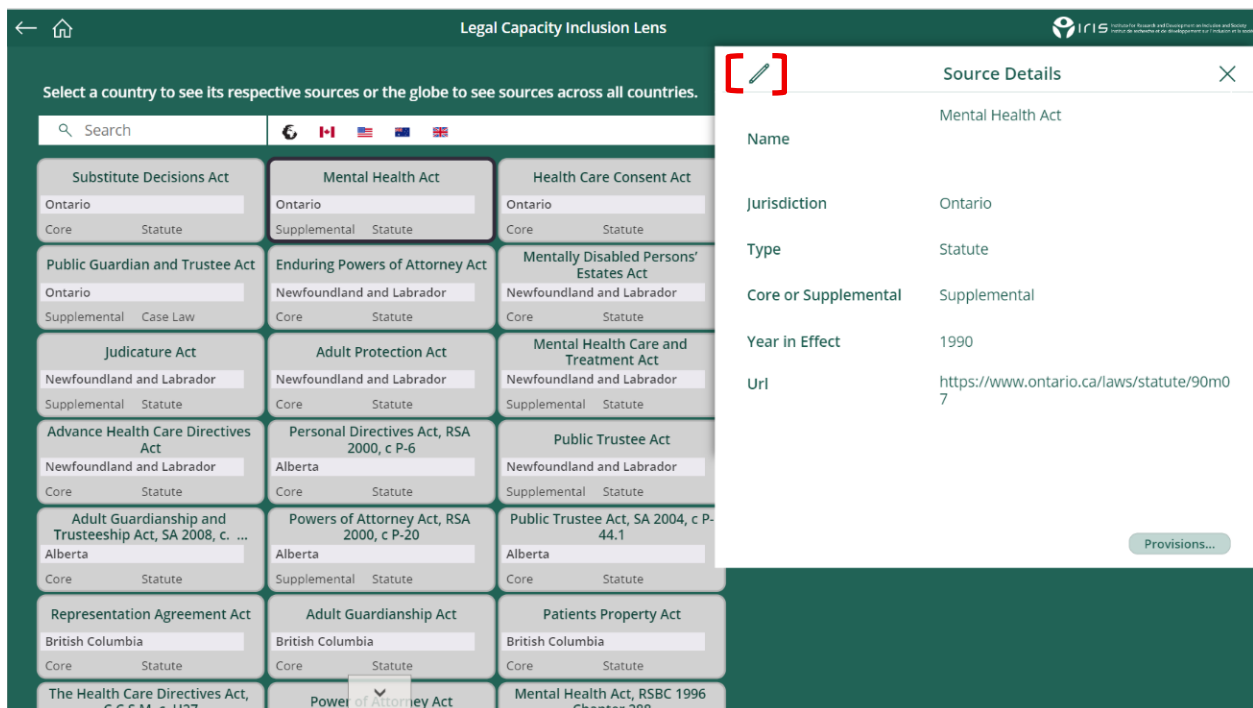
add a different year the particular provision came into effect, if it is different than the year the source did so.

- **URL:** this is where you provide a hyperlink for the page where this source of law, policy, or practice is hosted.

4.3 Once you have input all the appropriate information into this window, click the “check mark” (highlighted in red brackets in **Figure 5**) in the top left-hand corner of the “Creating New Source” window. This will save your entry to the collection of sources in the Global Library.

4.4 **To edit** a source of law and policy which is already in the library (e.g., to whether it is supplemental or core, title of the source, year in effect, etc.), go to the collection in Global Library and search for the title of the source, or the jurisdiction of the source. Once the tile for that source appears on the screen, click the tile, and a window of “Source Details” will open, as in **Figure 6** below. Click the “pencil” icon in the upper left (highlighted in red brackets). This will enable you to edit the details of that source. Once you have opened the screen to edit, the “pencil” turns to a “check mark” as in **Figure 5**. Once you have made the edits make sure to click the check mark to save the changes to the entry.

**Figure 6 – Edit a Source of Law, Policy or Practice**



- 4.5 **To delete** a source, you must contact the research supervisor for that study, providing a reason for deleting the source (it may be that a mistake was made, the source is no longer relevant). Keeping sources in the database does not in and of itself affect the universe of data to be analysed for a study. Additional steps are taken to select specific provisions for assessment. At the assessment stage, it may be determined that a source is no longer relevant for that study. The source can still be left in the collection, as it may be used for another study.
- 4.6 Deletion can only be done by the PRIAA technical director, with a request from two people – the supervisor and the researcher emailing the technical director Rene Doucet at [rdoucet@chronicleanalytics.com](mailto:rdoucet@chronicleanalytics.com). This protocol protects the integrity of the data and the database.

## 5. Entering Provisions for a Law, Policy, or Practice Source

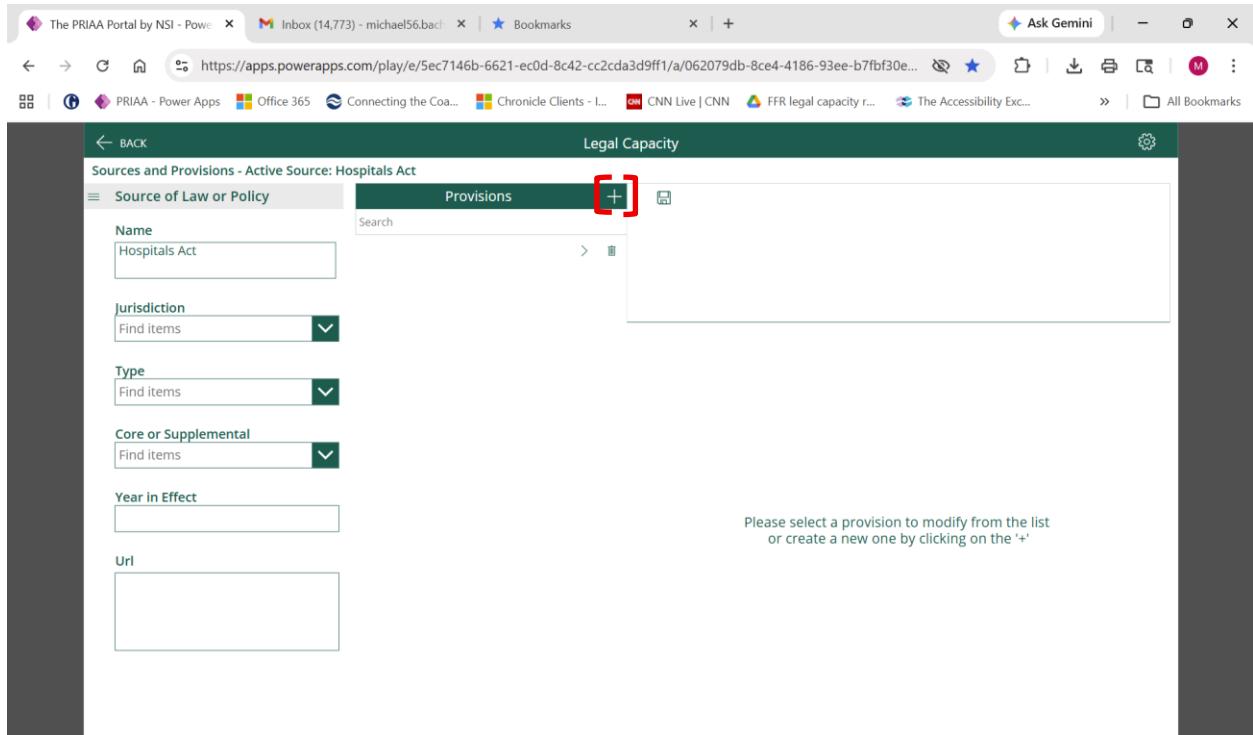
Each source of law, policy, or practice will have a number of “provisions” which need to be entered into the database. The ‘unit of analysis’ – what is being examined – is a specific provision in a source of law/policy which together with other provisions in that and other sources constitute the policy regime being studied.

Those provisions to be entered are those that are relevant to the study. Relevance is determined by the provision directly relating to measure in the data model for the assessment. At least a draft of the data model is necessary to take this step. Entering sources and provisions into the database do not necessarily mean they will be used in the final assessment of the regime, as discussed in the steps below.

A provision may relate to more than one measure in the data model. It needs to be entered only once into the database. At the assessment stage it will be linked to specific measures to which it is related and scored accordingly.

- 5.1 Provisions are entered into the database in relation to a source of law, policy, or practice which has been entered. The source must be entered into a collection in the Global Library before its related provisions can be added.
- 5.2 To get started on adding provisions to a source in the database click on the tile of the source in the collection, as in **Figure 6**, to open the “Source Details” page.
- 5.3 In the bottom right corner, click on the “Provisions” tab to open the provisions page for that source. See **Figure 7**

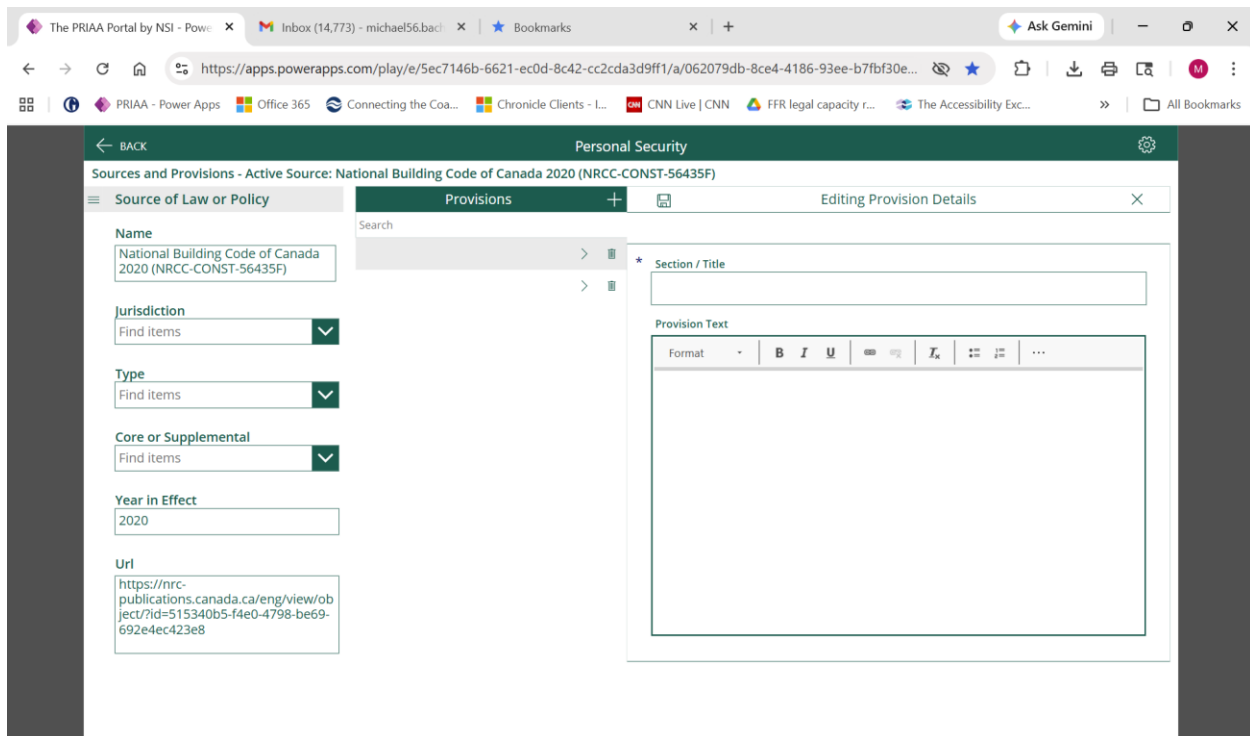
**Figure 7 – Getting Started on Entering Provisions**




5.4 To add a provision for the source, click on the “+” sign in Provisions tab at the top of the page (highlighted in red brackets in **Figure 7**).

5.5 Clicking the “+” sign will open the “Editing Provisions Details” page. See **Figure 8**.

**Figure 8 – Adding and Editing Provisions**



- 5.6 Enter the section number and title of the provision as it appears in the source in the “Section/Title” line of the Details page. Then add the provision text in space provided. It is best to copy and paste provision titles and text directly from the digital source to ensure exact wording.
- 5.7 When you have finished entering the provision, **remember to click the save button**, as highlighted in red brackets in *Figure 8*. This step is needed to save the entry to the source. Once you save the provision, the title of the provision will show up in the list of provisions associated with that source.
- 5.8 If you make a mistake, or decide that a provision is not relevant, you can delete the entry by clicking the trash/delete icon “” beside the title. If you decide a provision is not relevant, you can still keep it in the database. It does not affect the assessment in an immediate sense. At the assessment stage, when provisions are being scored, the researcher will select only those provisions that will be scored against a particular measure. Only those provisions which are actually scored will be used in the description of the provisions for the regime being assessed.
- 5.9 When you have finished entering the relevant provisions, you will see a list of all those you have entered. You can refer to this list as you review the source, and the data model

for the study, to ensure that you have entered all relevant provisions – i.e., those that relate to at least one measure.

## Endnotes

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<sup>1</sup> David Easton, *The Political System: An Inquiry into the State of Political Science* (New York: Alfred A. Knopf, 1953), 129.

<sup>2</sup> For an overview of policy regimes research as a framework for examining complex, boundary-spanning policy issues see P.J. May and A.E. Jochim (2013). "Policy regime perspectives: Policies, politics, and governing." *Policy Studies Journal*, 41(3), 426–452.

<sup>3</sup> Lauren Benton, *Law and Colonial Cultures: Legal Regimes in World History, 1400–1900* (Cambridge, UK: Cambridge University Press), 3.

<sup>4</sup> For example, William Hurst, *Ruling before the Law: The Politics of Legal Regimes in China and Indonesia* (Cambridge, UK: Cambridge University Press, 2017).

<sup>5</sup> Scott Shapiro, *Legality* (Cambridge, Mass.: Belknap Press of Harvard University Press), 197.