

BAT Applicant Guide

- **THE APPLICATION PROCESS SHOULD BE COMPLETED FROM A COMPUTER, NOT A CELL PHONE OR TABLET! ***

If you are a returning applicant, navigate to bat.trackvia.com and log in using your email and password. The following form is for new applicants to register for a TrackVia applicant profile.

Once Registered:

The Baseball Assistance Team application consists of two parts: First is a questionnaire where you will provide your contact information, and then briefly describe what type of assistance is being requested.

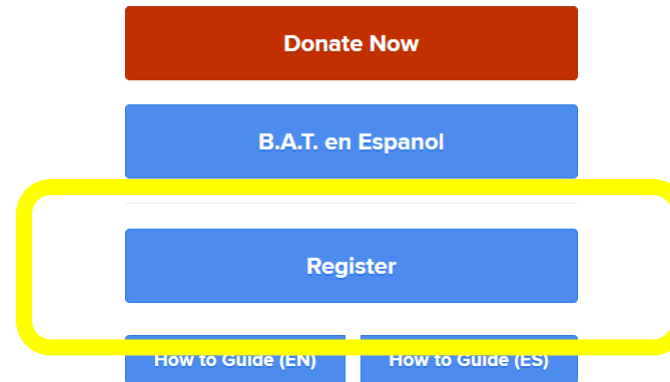
Once your questionnaire is submitted, a B.A.T. staff member will review your request and assign you the appropriate application (Grant/Scholarship/Crisis).

Once it has been assigned, you will receive an email stating that you can log back in and finish completing the second part of your application.



BAT Applicant Guide

Step 1: Navigate to <https://www.mlb.com/baseball-assistance-team> and click *Register*.



Follow B.A.T.



BAT Applicant Guide

Step 2: Read the disclaimer, sign your full name, and check the acknowledgement box prior to pressing next.

Please sign your full name to acknowledge that you've read the following disclaimer and agree to the terms. Firme con su nombre completo para reconocer que ha leído el siguiente descargo de responsabilidad y acepta los términos. *

Your answer

Please check the box below. Marque la casilla a continuación. *

I acknowledge the terms listed above. Reconozco los términos enumerados anteriormente.

Next



BAT Applicant Guide

Step 3: Fill out first name, last name, email address, and preferred language prior to pressing submit.

B.A.T. Pre-Screen Survey

What is your first name? ¿Cuál es tu primer nombre? *

Your answer _____

What is your last name? ¿Cuál es tu apellido? *

Your answer _____

What is your email address? ¿Cuál es tu correo electrónico? *

Your answer _____

What is your preferred language? ¿Prefieres inglés o español? *

English

Spanish

[Back](#) [Submit](#) [Clear form](#)



BAT Applicant Guide

Step 4: Navigate to the email inbox you entered on the survey and select “Accept Invitation”.



Hello!

Baseball Assistance Team has invited you to join a MLB B.A.T. account they created. Click the button below to accept the invitation.

ACCEPT INVITATION



The password must include: 12 letters, including a capital letter, a number, and a special symbol (for example: !, @, \$, %, &).

BAT Grant System – Applicant Guide

Step 5: Choose a password and verify that password before selecting “Finished.” After you click on “Finished” you will be directed to BAT’s grant portal (<https://bat.trackvia.com>). The password must include: 12 characters, including a capital letter, a number and a special symbol (for example: !, @, \$, %, &).

Choose a password



BAT Grant System – Applicant Guide

Step 6: Click on *Begin Questionnaire*.

Applicant Home

← Begin Questionnaire 1

← Finish Application 0

My Pending Questionnaire

🔍 ⌵ ⚙️

No Records

My Drafts

🔍 ⌵ ⚙️

No Records



BAT Grant System – Applicant Guide

Step 7: Complete all required fields. Once done, click on [Continue Questionnaire](#) at the bottom right-hand corner.

Dashboard ▾

16659: John Doe My Information My Information

My Information

* First Name	* Last Name	* Date of Birth	Age
John	Doe	01/07/1990	# 34
* Marital Status			
Single (soltero)			
Email	* Mobile Phone	Home Phone	Office Phone
Johndoe@mlb.com	13456789		
* Physical Address	* Physical City	State	Physical Zip
1271 Avenue of the Americas	New York	NY	10020
* Country			
U.S.			
Mailing Address Different than Physical Address			
<input type="checkbox"/> Yes			
Picture			
Drag and Drop or browse files			
* What is your preferred language?		* How did you hear about B.A.T.?	
English		One of my teammates told me about this organization.	

Discard

Exit Flow

Continue Questionnaire



BAT Grant System – Applicant Guide

Step 8: Complete all required fields. Once done, click [Submit Questionnaire](#) on the bottom right-hand corner.

Dashboard ▾

New Record My Requests Pre-Application Questionnaire

Pre-Application Questionnaire

* Applicant * Request Date

16659: John Doe 03/13/2024

* Are you CURRENTLY employed by a Major or Minor League Organization?

Yes/Si No

* Have you applied for a B.A.T grant or scholarship in the past? * In what country do you currently reside?

* Do you need assistance because of any of the following?

Assistance Needed

- An economic crisis in your country
- A natural disaster (e.g. hurricane, flood, earthquake or any other natural event that causes great damage or loss of life)
- Any other catastrophic event

* Is the assistance you are requesting for an ongoing need or a one-time need? * What are you requesting assistance for?

* Do you have a bank account in your name where you can receive funds?

* Currency

Exit Flow Submit Questionnaire



BAT Grant System – Applicant Guide

Step 9: After you have completed this step, click “Done.” Once you click “Done” you will be taken back to the Applicant Home page.

Dashboard ▾

16659: John Doe Current Applicant Lookup (FLOWS) Thank You for Your Questionnaire

Thank You!

First Name

John

Last Name

Doe

Thank you for taking our questionnaire. An email will be sent to you soon notifying you when you may complete an application.

Baseball Assistance Team
1271 Avenue of the Americas
New York, NY 10020
(e) bat@mlb.com
(p) 212-931-7822
(f) 212-949-5433

Exit Flow

Done



BAT Grant System – Applicant Guide

Within the next business day, the B.A.T. office will review your request and assign you the appropriate application (Grant/Scholarship/Crisis). Once it has been assigned, you will receive an email stating that you can log back in and finish completing the second part of your application.



Applicant Home

← Begin Questionnaire 1

← Finish Application 0

My Pending Questionnaire

Request Date	Status
02/14/2024	Pending B.A.T. Review (B.A.T. Revisión Pendiente)

Show per page 100

1 Records Page: 1 of 1

My Drafts

No Records



BAT Grant System – Applicant Guide

Step 10: Once your application has been assigned, it will appear under “My Drafts”. Click on [Finish Application](#).

Applicant Home

The screenshot displays the Applicant Home interface. At the top, there are two red buttons: "Begin Questionnaire" and "Finish Application". The "Finish Application" button is highlighted with a yellow border. Below these buttons are two main sections: "My Pending Questionnaire" and "My Drafts".

The "My Pending Questionnaire" section shows "No Records".

The "My Drafts" section contains a table with the following data:

Request Date	Type	Missing Documents
02/14/2024	Grant	Most Recent Tax Return Employment Status Medical

An arrow points from the "Finish Application" button to the "My Drafts" table.

Here you'll be able to see what type of application you were assigned



BAT Grant System – Applicant Guide

Step 11: Input your information for each category by clicking on each individual tab. In each category, click on the box with the + sign to add a new item. Once done, please confirm that you have added all your information to the application and then click Proceed With Application in the bottom right-hand corner.

The screenshot displays the user interface for the BAT Grant System. At the top, there is a navigation bar with 'Dashboard' and a dropdown arrow, followed by the user information '038342: John Doe - 03/14/2024' and links for 'Select a Draft Below' and 'Application Information'. Below this is a section titled 'Complete Each Section Below' with a yellow highlight containing the text 'I certify that I have added all of my income, expenses, assets, and debts to this application' and a checkbox for 'Yes/No'. The main content area is divided into tabs: 'Income', 'Assets', and 'Expenses'. The 'Income' tab is active, showing a dropdown menu for 'My Sources of Income (Application)' and a 'No Records' message. A yellow box highlights a '+ Add' button in the top right corner of the 'Income' tab, with an arrow pointing to it from the text 'This box is to add a new item.' To the left, the word 'Categories' has arrows pointing to the 'Income', 'Assets', and 'Expenses' tabs. To the right, the word 'Tabs' has arrows pointing to the 'Income', 'Assets', and 'Expenses' tabs. At the bottom right, there are two buttons: 'Exit Flow' and 'Proceed With Application', with the latter highlighted in yellow. The BAT logo is visible in the bottom left corner, and the MLB logo is in the bottom right corner.



BAT Grant System – Applicant Guide

EXAMPLE: *Here is how your information should be added individually in each section.*

***Note:**
It is important that you add a Food expense in the Expense Category. Without it, you will not be able to proceed.

Dashboard ▾

038342: John Doe - 03/14/2024 Select a Draft Below Application Information

My Sources or income [Application]

<input type="checkbox"/> I...	Source of Income	Person	Description	Other Person	Amount/Month	As of Date
	Employment (Emple...	Self (Yo)	United States Posta...		\$1,000.00	03/14/2024
	Employment (Emple...	Spouse (Espos/a)	Office Administrator		\$600.00	03/14/2024

Show per page 100 2 Records Page: 1 of 1

Assets

My Assets [Application]

<input type="checkbox"/> I...	Asset Type	Name/Descripti...	Value/Balance	As of Date
	Automobile (Automóvil)	2007 Nissan Murano	\$5,000.00	03/14/2024
	Checking Account (Cuenta de Cheques)	Bank Of America	\$50.00	03/14/2024

Exit Flow Proceed With Application



BAT Grant System – Applicant Guide

Step 12: Fill out all the required fields. Once completed, review your application and ensure that no information is missing. Once done, click [Submit Application](#).

Dashboard ▾

038342: John Doe - 03/14/2024 🏠 FIND MY GRANT/CRISIS (FLOWS) · 📄 Grant Application

Grant Application

Please fill out all necessary fields.

Applicant

👤 16659: John Doe 🔗 🔒

Request Date

📅 03/14/2024 🔒

• Summary of Assistance Requested

• How did you come into this situation?

• What do you need to help you get out of this situation?

• Understanding that B.A.T. is a short term bridge, when will you no longer need assistance and why?

• Please document your efforts to seek employment

Request Miscellaneous

• Are you eligible to borrow against your MLBPA 401K (Vanguard fund)?

• If you are 45 and eligible to receive your pension, have you inquired about it?

• Are you a Veteran? If so, have you looked into VA Benefits?

• If you are unable to work due to an injury, have you applied for Social Security Disability?

• If you are over 62 years of age or above, have you applied for Social Security?

• If you are over 62 years of age and have equity in your house, have you inquired about a reverse mortgage?

Exit Flow

Submit Application



BAT Grant System – Applicant Guide

Your application is now complete. Click Done in the bottom right-hand corner or feel free to close your browser. You will receive an email confirmation confirming the completion of your application.

Dashboard ▾

038342: John Doe - 03/14/2024 📅 FIND MY REQUEST (FLOWS) ▸ 📧 Thank You for your Application

Thank You!

First Name

John

Last Name

Doe

Date of Submission

📅 03/14/2024 11:54AM

Thank you for completing this application. A member from the B.A.T. staff will be in touch with you soon regarding your application. Thank you!

Baseball Assistance Team
1271 Avenue of the Americas
New York, NY 10020
(e) bat@mlb.com
(p) 212-931-7822
(f) 212-949-5433

Exit Flow

Done



BAT Applicant Guide

Your application will now have moved from “My Drafts” to “My Requests”. It will be assigned to a caseworker, and you will be contacted via email, text or phone call to schedule an intake call.

The screenshot shows the 'Applicant Home' dashboard. At the top, there are two red buttons: 'Begin Questionnaire' (with a left arrow icon) and 'Finish Application' (with a left arrow icon). Below these are two white panels: 'My Pending Questionnaire' and 'My Drafts', both displaying 'No Records'. At the bottom, a table titled 'My Requests' is highlighted with a yellow border. The table has the following data:

...	Request Date	Status	Type	Amount Requested	Monthly Amount Approved
	02/14/2024	Requested (Solicitada)	Grant		\$0.00

At the bottom of the dashboard, there is a 'Show per page' dropdown set to 100 and a pagination indicator showing '1 Records | Page: 1 of 1'.

Please check back to My Requests to monitor the status of your application. If you have any questions or concerns regarding your application, contact the office at BAT@mlb.com or call the office at [212-931-7822](tel:212-931-7822).

