



2023 Double Play Donations Request Process

Thank you for participating in the Double Play Donations (matching gifts) program and for your philanthropic efforts! Below please find the instructions for our NEW and IMPROVED matching gift request process through our partner platform, DonationX. This updated, online process is designed to make things simpler for everyone so that your charities of choice can receive match donations faster and easier.

Here's How It Works:

- Player, or a designated representative for the Player, completes the brief, online request form.
- Player is contacted by the Trust to verify the match request once the form is submitted.
- Requests are reviewed, approved, and processed by the Players Trust once per month. If your match request was submitted after the 15th of the month, it will be processed before the end of the following month (pending approval).
- Email updates are provided to the Player when a request is received, and a match donation is processed.

To request a match, use the online request form here: www.playerstrust.org/match

Step-by-Step Instructions:

1. Intro

- Simply click Next

1 Intro

MLB Players Trust Matching Grants Program

Thank you for participating in Double Play Donations – the Players Trust matching gifts program! Please complete the steps below to submit your match request. [Click here](#) for full guidelines and eligibility requirements. For questions or assistance, please contact Jessica Liss at jliss@mlbpa.org or 646-477-3253.

Next →

2. Pick Organization Country and Type

- **Country:** To be eligible for a match, the charity of choice must be US-based or have a chapter within the US. Some exceptions may apply. Contact Jessica Liss at jliss@mlbpa.org for more information.
- **Type:** Select between “Registered Charity or Nonprofit” or “Educational Institution, School, or College”

2 Pick Organization Country and Type

Country *

United States

Organization Type * ?

A Registered Charity or Non-Profit

A Registered Charity or Non-Profit

Educational Institution, School or College

3. Organization Search

- Enter the name of the charity or the charity’s Tax ID number in the Search bar. Select your charity of choice that appears under “Most Frequently Used.” If the charity does not appear, you can manually enter it by clicking on the “Manually Enter Organization Info” button. To enter manually, you will need the organization’s name and address. If you have their Tax ID number available, you can enter it as well.

3 Organization Search

Search ?

TaxID, Org Name, or your Email

State

City or State Code

Search

Manually enter organization info

4. Organization Information

- If applicable, enter the name of the charity’s chapter or Doing Business As (DBA). If there is no chapter or DBA, you may simply skip this question by hitting Next.

4 Organization Info

MLB Players Trust
12 East 49 St., 24 FL, New York, NY 10017 US
Tax ID: 133843389

Doing Business As or Chapter: ?

Next →

5. Player Information

- You will be prompted to enter the Player’s email address and last name. If his record does not appear, please manually enter the information by clicking the button “Manually Enter Information” and follow the prompts.
- Once the Player’s information is entered, hit Next (may need to click it twice) and move on to step 6.

5 Player Information

Lookup your player information.
Enter the information below to lookup the player. If not found, please contact Jessica Liss at jliss@mlbpa.org.

Player Email*

Last Name *

Search

Next →

6. Donation Request Form

- If a Player hasn't made his donation yet, he has the option of sending a donation directly through DonationX via credit card payment by selecting "I wish to donate now with a Credit/Debit Card," and completing the prompts.
- If a Player has already made his donation, select the option "I donated directly to the Charity/Nonprofit and have my receipt," complete the prompts and provide your proof of donation in Step 7.
- If you are submitting the request on behalf of a Player, please indicate your name, email address and relationship to the Player when prompted. For players submitting the request themselves: please re-enter your name and email and write "self" under Relationship to Player.
- **Definitions for Step 6:**
 - **Donation Amount:** The \$ amount personally donated to the nonprofit.
 - **Match Amount:** The \$ amount you would like the Players Trust to match. As of January 2023, the Trust can match up to \$3,000 per player per calendar year.
 - **Gift Type:** How will the donation be used? Select "Other" if the donation is being used for a specific program. Otherwise, select "General Donation." If unsure, select "General Donation."
 - **Special Fund or Use:** Is the donation being used for a specific program (i.e. baseball team)? Indicate the name of the program here. You can also use this section to indicate if your gift is In Memory Of/In Honor Of someone, if applicable.
 - **Date of Gift:** For those uploading proof of payment, enter the date in which you made your donation (not the date you are submitting your request).

5 Donation Request Form

Gift Details

Payment Method

I donated directly to the Charity/Non-Profit and have my receipt

I wish to donate now with a Credit/Debit Card

To offer the convenience of online payments, DonationXchange incurs a nominal fee (3.5%) for each transaction that will be applied to your donation.

Donation Amount *

Currency

Match Amount *

(please enter the amount you wish to be matched. **It will be matched at 100% to a maximum of \$3,000.00 per year.** Please refer to the guidelines for additional information.)

Credit Card Num *

Exp. Date (MMYY) *

CVV *

Gift Type *

Special Fund or Use

If applicable, enter a specific program, cause or location, or donation in memory of a loved one, anonymous donation, etc. that you wish your donation to go towards.

Requester Name*

Requester Email*

Relationship to player*

Next →

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Requester Name*

Requester Email*

Relationship to player*

Next →

Questions? Contact Jessica Liss at jliss@mlbpa.org or 646-477-3253.

7. Confirmation

- If making a donation via credit card directly through DonationX, you may add additional comments here if needed.
- If a donation has already been made, upload the proof of payment (i.e. copy of front and back of check, credit card statement, executed wire transfer).
- Check the boxes at the bottom of the page:
 - “I verify that I am requesting a match donation from the MLB Players Trust as an active or former Major League Baseball player. Or I verify that I am requesting a match donation from the MLB Players Trust **on behalf of** an active or former Major League Baseball player.”
 - “I confirm that I am 14 years or older.” *Purpose of this section: This is standard protocol across DonationX’s platform required by law. The Children’s Online Privacy Protection Act, or COPPA, is a U.S. law that aims to protect the privacy and personally identifying information of children under the age of 14 who use online services.*
- Click Submit – and that’s it! A confirmation email/text will be sent to the Player once the request is submitted. **All Players must verify the request in order to proceed with the match.**


7 Confirmation

Attachment

Upload File

If you made a donation directly to the charity, please upload a copy of the front and back of a check, credit card statement, or executed wire transfer. (Click on Upload File button to attach multiple documents. The files should be selected from a folder on your computer. The files will be listed under the attachment box. Files will be uploaded when you click submit. Attachments must be in one (1) of the following formats: Pdf, doc, docx, xls, xlsx. Limit the file size to less than 10MB.)

Comments

I'm not a robot  reCAPTCHA
Privacy - Terms

I verify that I am requesting a match donation from the MLB Players Trust as an active or former Major League Baseball player.

or

I verify that I am requesting a match donation from the MLB Players Trust **ON BEHALF OF** an active or former Major League Baseball player.

I confirm that I am 14 years or older 