

WRITING-PART 2 (A PROPOSAL)

Complete the proposal using the correct form of the verbs from the box. There are more verbs than you need.

add agree close comment complain emerge improve need
obtain offer open prepare replace revitalise start suggest

SUGGESTED IMPROVEMENTS FOR THE LOCAL COMMUNITY CENTRE

Introduction

The aim of this proposal is to suggest ways in which to (1) _____ the facilities at our community centre, bearing in mind that funding is somewhat limited. Having (2) _____ feedback from people in the community, a clear picture has (3) _____.

Giving the centre a makeover

First, one of the main problems with the current centre is that it looks old and unloved. Many people have (4) _____ that priority should be given to its redecoration. (5) _____ to this, the flooring in the hall should also be (6) _____, as the shiny surface is rather dangerous.

Greater usage of the centre

There have been many requests for new clubs to be (7) _____ up. People have asked for a broader range of activities to become available and have commented that more activities are (8) _____ to encourage youngsters to join the club, such as basketball and 5-a-side football. A few people have (9) _____ to run such clubs and, given the lack of local amenities for youngsters, it would certainly be a very positive step forward. Another way to increase usage of the centre could be to (10) _____ it for longer. I would (11) _____ we discuss whether it is feasible to open it from 6 p.m. as opposed to 8 p.m.

Conclusion

Without spending a lot of money, the community centre could be (12) _____ through redecoration and through the expansion of its usage, not only in terms of activities available but also opening hours.